

**Languages:**

For bi-lingual positions only: \_\_\_\_\_

What Languages do you speak? \_\_\_\_\_

What Languages do you write? \_\_\_\_\_

**Clerical Office Skills:**

For support staff applicants only.

Please indicate the skills you possess:

Typing \_\_\_\_\_ Years Experience \_\_\_\_\_

Word Processing \_\_\_\_\_ Years Experience \_\_\_\_\_

Data Entry \_\_\_\_\_ Years Experience \_\_\_\_\_

Software Programs used: \_\_\_\_\_

Years Experience \_\_\_\_\_

Software Programs used: \_\_\_\_\_

Years Experience \_\_\_\_\_

Software Programs used: \_\_\_\_\_

Years Experience \_\_\_\_\_

Accounting / Bookkeeping Skills Years Experience? \_\_\_\_\_

Payroll Years Experience? \_\_\_\_\_

Calculator Years Experience? \_\_\_\_\_

Other: \_\_\_\_\_