Answer ALL of the supplemental questions to receive full credit for your work experience – if a question does not apply, list N/A.

Think carefully about everything you have done in the past and list any work experience to include paid or volunteer experiences that have provided relevant experience.

Do not use jargon, abbreviations, or acronyms that are not industry standards. Be sure to describe your duties and responsibilities clearly.

If a question has multiple parts (A, B, and C), answer each part separately and completely.