

instructions for ANSC 7062 (1-98)

NATIONAL STAFF APPLICATION

PLEASE TYPE OR PRINT ALL DATA

1. Fill in the Date and Member Number - District/Division/Flotilla/Individual Number.
2. Print your Name and Mailing Address.
3. List your Phone Numbers - Home and Fax.
4. E-mail Address as it should be entered.
5. Check only the Department for which you are applying.
6. Auxiliary Training - Check appropriate boxes. List additional qualifications after Other.
7. Highest Office held with the date.
8. List Military experience. If not in the military, indicate N/A.
9. Professional Experience - List highest position, Company and dates. Note any professional skills or profession.
10. Educational Level - Name, level completed with dates and major.
11. Professional Organization awards and honors.
12. Auxiliary awards and honors.
13. Computer Skills - years of experience, level of skill attained, programs you use.
14. What do you want to do ?
15. What special skills or language do you have that would qualify you for this department,

PLEASE READ THE INFORMATION ABOVE YOUR SIGNATURE. THE INFORMATION PROVIDED IS FOR THE OFFICIAL USE OF THE U. S. COAST GUARD AND THE U.S. COAST GUARD AUXILIARY.

PLEASE NOTE THE APPLICATION MUST BE RENEWED OR UPDATED EVERY TWO YEARS TO REMAIN IN AN ACTIVE STATUS. MAIL THE APPLICATION, WITH THE RESUME ATTACHED TO THE DVC-PS

RESUME GUIDE

- Name Address and Member Number.
- Career Summary
 - List Companies and Positions held. Dates of employment
 - List skills used or acquired.
 - Responsibilities.
- Education
 - List colleges attended, curriculum, majors/minors, degrees,dates.
- Professional Experience
 - Are you a licensed professional ? What is your field ? Active ?
- Auxiliary Experience
 - Qualifications - List all courses completed.
 - List all offices held, elected and appointed, with dates.
- Professional/Civic/Fraternal Organizations.
 - When listing the organization, please indicate if a past or present officer, Active ?
- Activities and interests.