**PROPOSED STAFF RESUME**

*A resume must be completed for all key proposed prime contractor staff and proposed subcontractor staff.*

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Name of Company Submitting Proposal: | | |  | | | |
| *Check the appropriate box if the proposed individual is prime contractor staff or subcontractor staff* | | | | | | |
| Contractor Staff: | |  | | Subcontractor Staff: | |  |
| *The following information requested pertains to the individual being proposes for this project.* | | | | | | |
| Name: | |  | | Key Personnel:  (Yes or No) |  | |
| Individual’s Title: | |  | | | | |
| Years in Classification: | |  | | Years with Firm: | |  |
| BRIEF SUMMARY OF PROFESSIONAL EXPERIENCE  *Information shall include a summary of the proposed individual’s professional experience.* | | | | | | |
|  | | | | | | |
| RELEVANT EXPERIENCE  *Information required shall include timeframe, company name, company location,*  *position title held during the term of the contract/project and details of contract/project.* | | | | | | |
|  | | | | | | |
| EDUCATION  *Information required shall include institution name, city, state,*  *degree and/or achievement and date completed/received.* | | | | | | |
|  | | | | | | |
| CERTIFICATIONS  *Information required shall include type of certification and date completed/received.* | | | | | | |
|  | | | | | | |
| REFERENCES  A minimum of three (3) references are required. | | | | | | |
| Reference #1: | | | | | | |
| Name: |  | | | | | |
| Title: |  | | | | | |
| Phone Number: |  | | | | | |
| Email Address: |  | | | | | |
| Reference #2: | | | | | | |
| Name: |  | | | | | |
| Title: |  | | | | | |
| Phone Number: |  | | | | | |
| Email Address: |  | | | | | |
| Reference #3: | | | | | | |
| Name: |  | | | | | |
| Title: |  | | | | | |
| Phone Number: |  | | | | | |
| Email Address: |  | | | | | |