

*(The Soviet Union coat-of-arms)*

### EMPLOYMENT RECORD ("WORK BOOK")

AT-VIII № ...

Last name

First name

Patronymic

Date of birth **(date, year)**

Education *(elementary, secondary, higher education)*

Profession, trade

Date of issue

Bearer's signature *(signed)*

Employee responsible for issuing employment records *(signed)*

*(Round stamp with the Russian Federation coat-of-arms and the following text: ) "...".*

### EMPLOYMENT INFORMATION

No.	Date			Information on employment, transfer to another position, employment termination (grounds and legal basis)	Reference for entry basis (document, date, reference number)
	date	month	year		
1	2			3	4
				<b>Prior to employment: studies at the Taganrog XXX Pedagogical Institute</b>	<b>Diploma ... № ...</b>
1.				<b>Employed as English teacher at School no. 5 (...) on a temporary basis.</b>	<b>Order ..., issued ...</b>

2.				<b>Transferred to a permanent position at the same school.</b>	<b>Order no. ..., issued ...</b>
3.				<b>Employment terminated on the employee's own accord, legal basis Article 31, The Russian Federation Labor Code.</b> <b>Principal (signed)</b> <i>(Round stamp with the Russian Federation coat-of-arms and the following text: ) "The Ministry of Education of the Russian Federation. (...) School nr. 5, a municipal educational establishment."</i>	<b>Order no. ..., issued ...</b>
				<b>OAO ...</b>	
4.				<b>Employed as legal expert.</b>	<b>Order no. ..., issued ...</b>

5.				<b>Employment terminated following transfer to XXX, legal basis: Article 29, part 5, The Russian Federation Labor Code</b> <b>Personnel Department Chief</b> <i>(signed)</i> <i>(Round stamp with the following text: ) "The Russian Federation. (...) OAO XXX Personnel Department."</i>	Order no. ..., issued ...
				OAO YYY	
6.				<b>Employment terminated on the employee's own accord.</b>	
7.				Entry no. 6, ... was made in error.	
8.				<b>Employed as legal expert</b>	Order no. ... issued

9.	31	01	2002	<b>Employment terminated on the employee's own accord, legal basis: Article 31, The Russian Federation Labor Code.</b> <i>(signed)</i> <i>(Round stamp with the following text: ) "The Russian Federation. OAO. YYY. Personnel Department."</i>	, Order no. ...
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