Technical Biography preparatory template

You may find it useful to use this template to compile your technical experience examples before making your Technical Biography application online (although this is not compulsory). When you are ready to submit your Technical Biography, you can copy and paste the information you enter below directly into your online application together with details of all your academic qualifications, certified certificates and transcripts before submitting them for review.

Verification of your technical experience will be required for each section completed. When you have completed your Technical Biography online you need to send it to each of your verifiers (eg print screen, or save a screenshot) together with the [verification form](http://www.icheme.org/tb-verification) for them to complete. Once the verifiers have sent their completed forms back to you, you will need to upload them to your online application.

Please add a brief summary of examples (do not exceed an overall total of 1000 words in this section) of technical experience gained in the workplace to cover gaps from academic background/areas not covered by your degree. If two or more examples of experience occurred during employment at the same company, please list each example in a separate box.

Use the notes section at the end of this form if you need to provide any further information. Make sure to include the example number that the information relates to.

To complete the cross-referencing column in the table below you will need to refer to the [Technical Biography Guidance](https://www.icheme.org/media/15756/icp-technical-biography-guidance.pdf) document.

| No | Employer | Job title | Experience start date  eg 28/11/2012 | Experience end date  eg 20/07/2015 | Examples of **technical experience** gained in the workplace  Please add a **brief** summary (could use bullet points) of examples of technical experience gained in the workplace to cover gaps from academic background/areas not covered by your degree.  Use the notes section at the end of this form if you need to add any relevant details. | Cross-reference Technical Biography guidance numbers with experience covered  (eg Part O, A1, A2, A3 or B) |
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| Notes  Use this box to add any additional detail to the examples you have provided in this form. Make sure to include the example number that the information relates to. |
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