

Give us the detail of your work experiences

Model Answers:

A: I worked as a (type of job) for (years) in (name of company).
I was assigned in (name of the department)
My task includes (enumerate the responsibilities)
I was assigned to various position where I fully utilized my skills.

Example:

A: I worked as a university professor in Yale University for 9 years from 1996 to 2005.
I was assigned as the department head of the Mathematics area and I was in charge of supervising the professors of the department.
I was promoted to Assistant Dean of the College in 2004 and took charge in the implementation of the policies of the College of Science.

Others expression you can add:

a. *to express change of field*

I was transferred to.(name of the department or section)
I was promoted to..(to head teacher)
I advanced to ..(..chief cook)

b. *duties*

I was in charge of or took charge of (production line)
My responsibility was..(to check the time record of employee)
I managed ..(kids)

c. *Reasons for changing the field of work*

Looking for a greener pasture...(looking for a much bigger salary)
Hungry for something deeper and more meaningful
Needed a career change

