



Experience & Education Calculator – Healthcare

Manually calculating an employee's or new hire's education and related experience can be time consuming. To promote accuracy and consistency in this step, the Hiring Enhancement Program has developed the **Experience & Education Calculator for Healthcare**.

Candidate name: _____ **Job title:** _____

EDUCATION			
Highest degree completed*:		Additional credit hours*:	

Calculated Total Education:	___ years & ___ months
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*Note: Credit can only be given for highest degree completed; multiple degrees are not counted.

*Note: In excess of highest degree completed.

WORK EXPERIENCE - List all work history provided on the application						
Employer	Job Title	Begin Date* mm / yyyy	End Date* mm / yyyy	Related?	Time in Position?	Full Time %
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Calculated Related Experience:	Calculated Time in Position:
months	months
months	months
months	months
months	months
months	months
months	months
months	months
months	months
months	months
months	months
months	months
months	months
months	months
months	months

*Note: Work history dates must be entered consecutively; be cautious to not overlap work history dates (i.e., Job 1 ended in May, Job 2 began in May. Can only include May in Job 1 dates).

Calculated Experience & Education Summary

Education:	___ years ___ months
Related experience:	___ years ___ months

Combined Education & Experience:	___ years ___ months	___ months
Total Time in Position* (TIP): <small>*TIP used to determine salary</small>	___ years ___ months	___ months