

# CURRICULUM VITAE CANDIDATES

**AST Requests All Information Be Completed In Full**

NAME: \_\_\_\_\_ DATE: \_\_\_\_\_

ADDRESS: \_\_\_\_\_ CERT. NUMBER: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP CODE: \_\_\_\_\_

PHONE: [\_\_\_\_\_] EMAIL: \_\_\_\_\_

**Employment:**

FACILITY NAME: \_\_\_\_\_ PHONE: [\_\_\_\_\_] \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP CODE: \_\_\_\_\_

NUMBER OF YEARS EMPLOYED: \_\_\_\_\_

BRIEF DESCRIPTION OF DUTIES: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Curriculum Vitae - Page 2**

**AST Involvement:**

NUMBER OF YEARS IN AST: \_\_\_\_\_

PAST POSITIONS HELD WITHIN AST: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

BRIEF DESCRIPTION OF YOUR ROLE IN THESE POSITIONS: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

PLEASE ATTACH A CURRENT RESUME, COPIES OF DIPLOMAS, CERTIFICATES, OUTSTANDING ACHIEVEMENTS, CITATIONS, ETC. HERE.

**Employer:**

IF THIS EMPLOYEE IS APPOINTED TO A COMMITTEE, I WILL MAKE REASONABLE EFFORTS TO GRANT THE MINIMUM LEAVE TIME TO ALLOW HIM/HER TO FULFILL THE OBLIGATIONS OF THE POSITION. (A minimum of one week for the national annual conference and a four day weekend for training purposes, dates unknown at this time)

\_\_\_\_\_  
Employer Signature

\_\_\_\_\_  
Date

**Election Statement:**

---

---

---

---

**Eligibility to Run for Elected Office**

All candidates running for elected office in the national organization must without exception be certified with currency (by the National Board of Surgical Technology and Surgical Assisting (NBSTSA) as a CST or CFA and have been an active member of AST for a minimum of at least three years (36 complete months).

In addition to providing AST and the national Credentials Committee with signed copies of the consent to Serve from and Curriculum Vitae, those individuals seeking elected office must also provide detailed information that will establish your eligibility to run for national office.

1. Name: \_\_\_\_\_
2. I attest that I have been a Certified Surgical Technologist (CST) or Certified First Assistant (CFA) since \_\_\_\_\_(year) and my certification number is \_\_\_\_\_.
3. I attest that I have been a member of AST with continuous, uninterrupted membership since \_\_\_\_\_(minimum of three full years) and my membership number is \_\_\_\_\_.
4. I attest that I qualify to run for President, Vice President, Secretary, Treasurer, or for the Board of Directors.

Those individuals seeking an officer position must comply with the following requirements:

*AST Bylaws:*

*Article VII. Officers*

*Section 2. Eligibility of Officers*

*A. A candidate shall have been an active member for three years immediately preceding nomination and, if elected shall maintain that active status.*

*B. A candidate shall have served at least one full term during the previous six years on the Board of Directors.*

**Curriculum Vitae - Page 4**

I previously served on the national Board of Directors for one full term (two years) from \_\_\_\_\_(month, day, year) to \_\_\_\_\_(month, day, year). Your most recent term on the Board will suffice for eligibility purposes.

Those individuals seeking a director position must comply with the following requirements:

*Article IX. Board of Directors*

*Section 2. Eligibility of Directors*

*A. A candidate for the Board of Directors shall have been an active member for three years immediately preceding nomination and, if elected shall maintain that active status.*

*B. A candidate for the Board of Directors shall have served at least one full term on a national committee whether standing or special (ad hoc), the NBSTSA, the CST-ERC, the CFA-ERC, the ARC-ST or as an officer in a current or previous constituent division.*

*For the purposes of determining eligibility to run for the Board of Directors, “at least one full term,” means that a candidate must have served a complete term in one of those capacities for the complete length of a term as defined in bylaws. One full term on an (1) AST national committee equals three years; (2) NBSTSA Board of Directors, CST-ERC, or CFA-ERC equals three years; (3) ARC-ST Board of Directors equals three years; and (4) officer position in a current or previous constituent division (state assembly or chapter) equals a minimum length of two years or as defined by the constituent division in its bylaws. Portions of various terms may not be counted cumulatively (i.e., one year here, six months there, etc.).*

I previously served at least one full term as defined in at least one of the capacities outlined above (specify)\_\_\_\_\_ from \_\_\_\_\_(month, day, year) to \_\_\_\_\_(month, day, year). Your most recent position will suffice for eligibility purposes but if in doubt specify other qualifying positions and dates:

Candidate Signature: Print \_\_\_\_\_ Signed \_\_\_\_\_

Credentials Verification by AST: Print \_\_\_\_\_ Signed \_\_\_\_\_