



BROWN UNIVERSITY

Human Resources
Box 1879
Providence, Rhode Island 02912

**YEARS OF SERVICE AWARDS
BREAK IN SERVICE FORM**

Employees who have had a break in service may be eligible for a Years of Service Award. For example, an employee who worked at Brown for 4 years, left for 2 years and returned to Brown for the past 2 years, could be eligible for a 5 year award.

*Please note: This form does **not** include employment on the limited duration payroll.*

Name _____ **Social Security #** _____

Have you ever been known by another last name?

If yes, print name(s) _____

Current Position _____

Department _____ **Extension** _____ **Box #** _____

Previous Employment (please supply actual dates, including month and year)

Department _____

From _____ To _____

Break in Service (please supply actual date, including month and year)

From _____ To _____

Return to Brown (please supply actual date, including month and year)

From _____ To Present

Completed By: Name _____ Date _____

Verified By: Name _____ Date _____
(HR use only)

Please return this form to Angel Hilliard
Human Resources, Box 1879, Fax 3-3513
Questions, please call 3-3629