

STATE OF ALABAMA
DEPARTMENT OF VETERANS AFFAIRS
VETERANS OUTREACH COORDINATOR
APPLICATION FOR EMPLOYMENT"AN
EQUAL OPPORTUNITY EMPLOYER"

Date _____

A. Applying for Veterans Outreach Coordinator position in: Montgomery County.

B. Full name _____ Soc. Sec. # _____

First

Middle

Last

Current Address

Street or Route

City

State

Zip Code

Legal

Residence

County

State

Telephone # Home

Work

THE FOLLOWING IS REQUIRED FOR GOVERNMENTAL REPORTING AND RECORDKEEPING PURPOSES:

SEX (Check One)

1 ☐ Male

2 ☐ Female

RACE (Check One)

1 ☐ White

3 ☐ Hispanic

5 ☐ American Indian/Alaskan Native

2 ☐ Black

4 ☐ Asian/Pacific Islander

6 ☐ Other

I am a registered voter in _____ County.

Do you have previous service with the State of Alabama? () Yes () No If **Yes**, TRS () ERS () Last Department/ Agency employed by and date of employment _____

I. If you need special aids and/or services in order to accommodate a disability or health problem, (e.g., interpreters or reading devices), please indicate these requirements in the space below:

Have you ever been involuntarily terminated, discharged, forced or asked to resign, from any job or employment?

() Yes () No If you answered **Yes** to the above question, attach an explanation on a separate sheet noting any mitigating or extenuating circumstances.

NOTE: A CRIMINAL CONVICTION WILL NOT NECESSARILY BE A BAR TO CONSIDERATION FOR EMPLOYMENT. THE DISCLOSURE OF A MISDEMEANOR CONVICTION WILL NOT AUTOMATICALLY RESULT IN DISQUALIFICATION. CRIMINAL HISTORIES MAY BE SUBMITTED TO THE ALABAMA BUREAU OF INVESTIGATION FOR VERIFICATION. FAILURE TO DISCLOSE A CONVICTION MAY BE CONSIDERED AS GROUNDS FOR DISQUALIFICATION. FOR THESE REASONS, APPLICANTS SHOULD BE CAREFUL TO DISCLOSE **ALL** CRIMINAL CONVICTIONS IN THE SPACE BELOW:

II. Have you even been convicted of a misdemeanor or criminal offense? () Yes () No

If you answered **Yes** to the above question, list in the space below all prior misdemeanor and felony convictions and any extenuating or mitigating circumstances regarding such convictions. If necessary, you may use a separate sheet or sheets and attach to application.

C. EDUCATION:

Highest grade completed: _____ Number of years college completed: _____

Special training: _____

Special skills relating to job sought: _____

D. U. S. MILITARY SERVICE:

Branch of Service: _____ Were all discharges under honorable conditions? () Yes () No

List all dates of active duty:

FROM

TO

E. List the name, address, and telephone numbers of 3 personal references other than your present employer:

Name	Address	Telephone Number
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

F. Work History - This section must be completed regardless of whether or not a resume' is attached. (List last 3 employers, beginning with most recent):

	From	To	Ending Rate of Pay	Reason for Leaving
1. <u>Current Employer</u>				
a. _____				
b. Address and Phone No. _____				
c. Supervisor _____ Phone # _____				
2. <u>Previous Employer</u>				
a. _____				
b. Address and Phone No. _____				
c. Supervisor _____ Phone # _____				
3. <u>Previous Employer</u>				
a. _____				
b. Address and Phone No. _____				
c. Supervisor _____ Phone # _____				

G. **NOTE:** All applicants for employment with the Alabama Department of Veterans Affairs are required to submit with the application for employment a photo static copy of all DD Form 214s for each period of service, if applicable. Possible sources to obtain copies of DD Form 214s are: (1) County Probate Judge's Office (if recorded there); (2) VA Regional Office, Montgomery, Phone 1-800-827-1000; or (3) State Archives and History Department, Military Records Section, Phone (334) 242-4435.

H. I understand that any false, or misleading information furnished by me on this application form or in connection with my application for employment may result in rejection of the application.

Signature of Applicant

Return completed application and Resume' to:

**Commissioner, Alabama Department of Veterans Affairs
P. O. Box 1509
Montgomery, AL 36102-1509**