

Primary Education: Mark highest grade completed												High School Graduate or Equivalent (GED)			
1	2	3	4	5	6	7	8	9	10	11	12	Yes		No	
POST HIGH SCHOOL EDUCATION: NAME AND LOCATION OF SCHOOLS ATTENDED						DATES ATTENDED		MAJOR	HOURS	MINOR	HOURS	ACCOUNT- ING HOURS	MAJOR GPA	OVERALL GPA	TYPE OF DEGREE OBTAINED
						mo/yr	mo/yr								

If you are working toward a degree, please give the anticipated completion date: _____

Please include with this application a copy of your COLLEGE grade transcript.

EXPERIENCE: List your work experience, starting with the most recent, or in lieu thereof, a current résumé may be included with this application that provides the information requested below.

IMPORTANT: You must describe your experience in sufficient detail so that we can fairly assess the level of responsibility. Include the number and titles of people supervised and equipment or facilities managed.

IMPORTANT: The information you give in the "Duties" section is used to determine your qualifications. For those jobs requiring an education and experience ranking, this information is the basis of that ranking

To describe additional work or add more detail to the "Duties" section, complete a blank sheet of paper using the same format as here and identify the job to which it relates.

ORGANIZATION	KIND OF WORK	FROM _____ MO DAY YEAR TO _____ MO DAY YEAR Avg number of hours worked per week
Address(Street/Box Number)	City	
Your Title	Supervisor's Title	

DUTIES

ORGANIZATION	KIND OF WORK	FROM			
Address(Street/Box Number)	City		MO	DAY	YEAR
Your Title	Supervisor's Title	TO			
			MO	DAY	YEAR
		Avg number of hours worked per week			
DUTIES					

ORGANIZATION	KIND OF WORK	FROM			
Address(Street/Box Number)	City		MO	DAY	YEAR
Your Title	Supervisor's Title	TO			
			MO	DAY	YEAR
		Avg number of hours worked per week			
DUTIES					

ORGANIZATION	KIND OF WORK	FROM			
Address(Street/Box Number)	City		MO	DAY	YEAR
Your Title	Supervisor's Title	TO			
			MO	DAY	YEAR
		Avg number of hours worked per week			
DUTIES					

Do you now, or will you in the future, require sponsorship (e.g., H-1B Visa status) to work legally for the State of Iowa in the United States? Yes No

Read the following before signing

I certify that this application (and any copy or facsimile of same) and applicant survey contains no willful misrepresentation and that the information is true and complete to the best of my knowledge. I understand that:

- Should an investigation at any time disclose otherwise, my application may be rejected, my name may be removed from consideration for employment, I may be discharged from employment with the State of Iowa, and I may be disqualified from applying for any other position under the jurisdiction of the Iowa Department of Administration Services—Human Resources Enterprise.
- Information on this application and any documents submitted to be included with this application may, in compliance with Iowa Code Chapter 22, become public record and may be made available to the public upon request. Only information deemed confidential in accordance with applicable statutes may be withheld from public disclosure.
- Background investigations may be conducted as part of this application for employment. These include, but are not limited to, inquiries relating to driving records for jobs requiring travel, inquiries about convictions where job related, and any other investigations deemed necessary and relevant by the employer.

By signing this *Application for Employment*, I am consenting to any reasonable inquiry that may be necessary to verify the information I have provided on this form or that I may otherwise provide in conjunction with my *Application for Employment*.

Signature: _____

Date: _____