



Office Use Only - Date Received:

670 Hawthorne Avenue, SE
Suite 220
Salem, Oregon 97301

tel. 503.362.2666
email: osbeels@osbeels.org
Web: oregon.gov/osbeels

Oregon State Board of Examiners for Engineering and Land Surveying Employment Application

Please provide the following information:

Job Applied For	Classification Number	Announcement Number
How did you learn about this position?		
<input type="checkbox"/> Newspaper _____ (Please list which publication)		<input type="checkbox"/> Employment Office
<input type="checkbox"/> State Jobs Page		<input type="checkbox"/> OSBEELS Website
<input type="checkbox"/> Other Website _____ (Please list which website)		<input type="checkbox"/> Employee/Friend Referral
<input type="checkbox"/> Other		

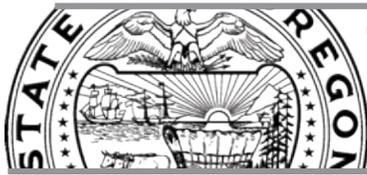
Voluntary Information

Affirmative Action

Submission of this information is voluntary and refusal to provide it will not impact your consideration for this position. The information obtained will be kept confidential and may only be used in accordance with the provisions of applicable laws, executive orders, and regulations, including those that require the information to be summarized and reported to the federal government for civil rights enforcement. When reported, data will not identify any specific individual.

Ethnic Background - You may check more than one.
<input type="checkbox"/> Hispanic or Latino - <i>A person of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or region, regardless of race.</i>
<input type="checkbox"/> Caucasian (Not Hispanic or Latino) - <i>A person having origins in any of the original peoples of Europe, the Middle East, or North Africa.</i>
<input type="checkbox"/> Black or African American (Not Hispanic or Latino) - <i>A person having origins in any of the black racial groups of Africa.</i>
<input type="checkbox"/> Native Hawaiian or Other Pacific Islander (Not Hispanic or Latino) - <i>A person having origins in any of the peoples of Hawaii, Guam, Samoa, or other Pacific Islands.</i>
<input type="checkbox"/> Asian (Not Hispanic or Latino) - <i>A person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian Subcontinent, including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam.</i>
<input type="checkbox"/> American Indian or Alaska Native (Not Hispanic or Latino) - <i>A person having origins in any of the original people of North and South America (including Central America), and who maintain tribal affiliation or community attachment.</i>
Gender
<input type="checkbox"/> Male
<input type="checkbox"/> Female
Disabled (Checking the "Yes" box has no effect on an employer's obligation to provide reasonable accommodations under state and federal disability laws.)
<input type="checkbox"/> Yes
<input type="checkbox"/> No

Attach this page to your application materials even if you do not provide the voluntary information.



**Oregon State Board of Examiners for Engineering and Land Surveying
Employment Application**

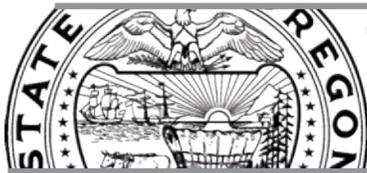
Please complete the application by typing or clearly printing in dark ink. Submit a separate application (photocopy acceptable) for each recruitment announcement. If your application materials do not clearly show you meet the qualifications of the job for which you are applying, your application will not advance.

OSBEELS is not responsible for materials which are illegible or missing as a result of transmission by fax or which are lost through in the mail.

Thank you for your interest in employment with the Oregon State Board of Examiners for Engineering and Land Surveying (OSBEELS).

Applicant Information	Applicant Information			
	First name (personal name)		Middle name or initial	Last name (family name)
	Job Applied For (as listed on the recruitment announcement)			
	Driver License Number/State		Classification Number	Announcement Number
	Home address (include any apartment number)			Home/Personal phone #
	City	State or Province	Zip/Postal code	Home email address
	Veterans' Preference (Please attach a copy of your DD214/DD215)			
	Points Claimed (check one) <input type="checkbox"/> 5 <input type="checkbox"/> 10		Date of Entry (Mo/Day/Year)	Date of Discharge (Mo/Day/Year)

Work Schedule Availability	
Check only one in each column	
<input type="checkbox"/> Permanent (P) <input type="checkbox"/> Seasonal (S) <input type="checkbox"/> Either (B)	<input type="checkbox"/> Full Time <input type="checkbox"/> Part Time <input type="checkbox"/> Either
Date you can report for work:	
Are you also willing to work for OSBEELS in a temporary position? <input type="checkbox"/> Yes <input type="checkbox"/> No	



Education/Training History

Summarize your education:

Do you have a high school diploma or GED certificate? Yes No

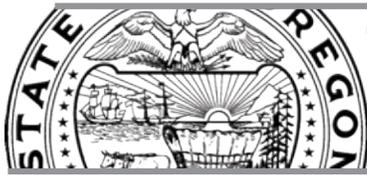
Name of University/Institution, Location	Attended (Mo/Yr to Mo/Yr)	Course of Study	Degree Received, Date/ Credits Earned
.....
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.....
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.....

I've attached the supplemental form listing additional Universities/Institutions

Licenses/Certifications

List any required professional licenses, registrations, certifications (i.e. - Notary, Commercial Driver's License):

Description	State	Number	Expiration Date (Mo/Day/Year)
.....
Description	State	Number	Expiration Date (Mo/Day/Year)
.....
Description	State	Number	Expiration Date (Mo/Day/Year)
.....



Work History Instructions

Note: A résumé will not substitute for this portion

The information you provide on the following pages will be used primarily to evaluate whether you meet the minimum qualifications listed in the "To Qualify" section of the recruitment announcement. Starting with your current or most recent job, list all your jobs (paid or volunteer) for the past 10 years. If you gained any of the qualifying experience more than 10 years ago, be sure to include those jobs as well.

If you held more than one position within the same company, list duties and time spent for each position as a separate job in the work history section.

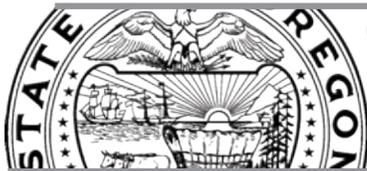
Clearly describe all of your duties. Indicate the percentage of time you spent doing the duties that qualify you for this job if they were not your main duties. Example: Bookkeeping: 4 hours of a 40-hour week = 10% or 5 hours of a 20-hour week = 25%.

Credit for work that is less than full-time is prorated based on a 40-hour week. If you worked more than 40 hours a week, you will be given credit for 40 hours.

If your hours varied, indicate the average number of hours worked per week. Do not give a range of time (i.e.: 20-30 hours) or "varies."

Complete each box. A résumé will not substitute for the completion of the Work History section. If you do not provide all the information in the Work History section, no credit will be given for that job. If you need additional space to list job duties, please use the additional Work History sheet provided at the end of the application.

Work History	Employer/Company Name and Address	Job Title	Start Date	End Date
	Supervisor's Name and Phone Number	Hours worked per week	Reason for leaving	
Duties (List all duties. Must be completed.)				
Supervision/Leadwork (Check all that apply)				
<input type="checkbox"/> Assigning and reviewing work		<input type="checkbox"/> Handling disciplinary problems		
<input type="checkbox"/> Rating work performance		<input type="checkbox"/> Responding to grievances		
<input type="checkbox"/> Hiring		<input type="checkbox"/> Recommending hiring		



Work History

Employer/Company Name and Address	Job Title	Start Date	End Date

Supervisor's Name and Phone Number	Hours worked per week	Reason for leaving

Duties (List all duties. Must be completed.)

.....

Supervision/Leadwork (Check all that apply)

.....

- | | |
|---|---|
| <input type="checkbox"/> Assigning and reviewing work | <input type="checkbox"/> Handling disciplinary problems |
| <input type="checkbox"/> Rating work performance | <input type="checkbox"/> Responding to grievances |
| <input type="checkbox"/> Hiring | <input type="checkbox"/> Recommending hiring |

Employer/Company Name and Address	Job Title	Start Date	End Date

Supervisor's Name and Phone Number	Hours worked per week	Reason for leaving

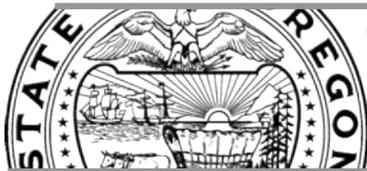
Duties (List all duties. Must be completed.)

.....

Supervision/Leadwork (Check all that apply)

.....

- | | |
|---|---|
| <input type="checkbox"/> Assigning and reviewing work | <input type="checkbox"/> Handling disciplinary problems |
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- | | |
|---|---|
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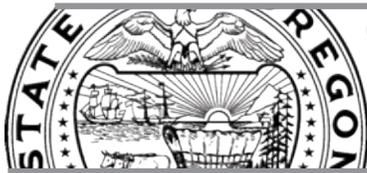
Duties (List all duties. Must be completed.)

.....

Supervision/Leadwork (Check all that apply)

.....

- | | |
|---|---|
| <input type="checkbox"/> Assigning and reviewing work | <input type="checkbox"/> Handling disciplinary problems |
| <input type="checkbox"/> Rating work performance | <input type="checkbox"/> Responding to grievances |
| <input type="checkbox"/> Hiring | <input type="checkbox"/> Recommending hiring |



Certification and Signature

I understand that any verbal or written statement that is false, fraudulent, or misleading that is contained in this application or attached materials, or made in the course of any related employment process, whether made by me or by others at my request, will result in rejection of my application, denial of employment, or dismissal from state service if discovered after employment, and under some circumstances, may result in prosecution for a crime.

I certify that all statements contained herein are true and complete whether made by me or by others at my request.

I understand that, if hired, I must prove that I am legally authorized to work in the United States.

I authorize OSBEELS to check employment references and verify education information provided on this employment application and as disclosed in the interview process.

I authorize OSBEELS to check my driving record if the position for which I am applying requires driving.

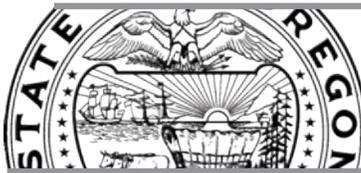
I release OSBEELS and all providers of information from any liability as a result of furnishing and receiving any information related to OSBEELS' hiring process.

By submitting my application materials, I am agreeing to the conditions stated in this "Certification and Signature" section.

By electronically submitting my application materials, I agree to the conditions stated in this "Certification and Signature" section, and this section is enforceable as if I had signed below.

Signature

Date (Mo/Day/Yr)



**Oregon State Board of Examiners for Engineering and Land Surveying
Additional Work History**

Additional Work History

6. Employer/Company Name and Address		Job Title	Start Date	End Date
Supervisor's Name and Phone Number		Hours worked per week	Reason for leaving	
Duties (List all duties. Must be completed.)				

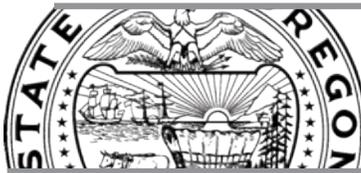
Supervision/Leadwork (Check all that apply)

Assigning and reviewing work Handling disciplinary problems
 Rating work performance Responding to grievances
 Hiring Recommending hiring

7. Employer/Company Name and Address		Job Title	Start Date	End Date
Supervisor's Name and Phone Number		Hours worked per week	Reason for leaving	
Duties (List all duties. Must be completed.)				

Supervision/Leadwork (Check all that apply)

Assigning and reviewing work Handling disciplinary problems
 Rating work performance Responding to grievances
 Hiring Recommending hiring



**Oregon State Board of Examiners for Engineering and Land Surveying
Additional Work History**

Additional Work History

8. Employer/Company Name and Address	Job Title	Start Date	End Date

Supervisor's Name and Phone Number	Hours worked per week	Reason for leaving

Duties (List all duties. Must be completed.)

Supervision/Leadwork (Check all that apply)

- | | |
|---|---|
| <input type="checkbox"/> Assigning and reviewing work | <input type="checkbox"/> Handling disciplinary problems |
| <input type="checkbox"/> Rating work performance | <input type="checkbox"/> Responding to grievances |
| <input type="checkbox"/> Hiring | <input type="checkbox"/> Recommending hiring |

9. Employer/Company Name and Address	Job Title	Start Date	End Date

Supervisor's Name and Phone Number	Hours worked per week	Reason for leaving

Duties (List all duties. Must be completed.)

Supervision/Leadwork (Check all that apply)

- | | |
|---|---|
| <input type="checkbox"/> Assigning and reviewing work | <input type="checkbox"/> Handling disciplinary problems |
| <input type="checkbox"/> Rating work performance | <input type="checkbox"/> Responding to grievances |
| <input type="checkbox"/> Hiring | <input type="checkbox"/> Recommending hiring |