



APPLICATION FOR WV NATIONAL GUARD TECHNICIAN EMPLOYMENT

Human Resources Office
1703 Coonskin Drive
Charleston, WV 25311-1085
ngwvhrostaffing@ng.army.mil



1. Name (Last, First, Middle)

2. Address

City State Zip Code

3. SSN

4. Birth Date (MM/DD/YYYY)

5. Gender Male Female

6. Home Phone

7. Work Phone

8. Mobile Phone

9. E-mail:

10. Are you a US citizen? Yes No 11. When can you start work?

12. Vacancy Announcement Number (i.e. MT-13-044-123456)

13. Title of position for which you are applying:

14. Were you ever a federal civilian employee? Yes No

For highest civilian grade give: Series Grade From (MM/YY) To (MM/YY) To be considered for Highest Previous Rate Rule Attach SF 50

15. Are you currently employed with the WVNG as: SF 50 required to verify current employment.

AREAS OF CONSIDERATION:

Area 1 - Current on-board full-time support personnel in the West Virginia National Guard.

Area 2 - All members of the WVNG. (Includes Temporary Technicians and Temporary AGR personnel.)

Area 3 - All National Guard members nationwide and others when eligible for membership in the WVNG.

Area 1

Select One: Area 2

Area 3

16. Current military unit of assignment and address:

Check this box if you are not currently in the military.

17. Current military grade

18. Security Clearance Type:

19. Periods of active military service:

Branch/Duty From (MM/DD/YYYY): To (MM/DD/YYYY): present

Branch/Duty From (MM/DD/YYYY): To (MM/DD/YYYY): present

Branch/Duty From (MM/DD/YYYY): To (MM/DD/YYYY): Present

Branch/Duty From (MM/DD/YYYY): To (MM/DD/YYYY): Present

20. Periods of National Guard/Reserve service:

Branch/Duty From (MM/DD/YYYY): To (MM/DD/YYYY): present

Branch/Duty From (MM/DD/YYYY): To (MM/DD/YYYY): present

Branch/Duty From (MM/DD/YYYY): To (MM/DD/YYYY): present

21. Current speciality qualifications (AFCS/MOS)

AFSC/MOS and TITLE without abbreviations:

Blank lines for AFSC/MOS and TITLE

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Name: _____ SSN: _____

22. Did you graduate from high school or have a GED high school equivalency? Yes No

23. Name of College or University attended (do not abbreviate) _____

Location (city, state) _____

Number of credit hours _____ Month and Year of degree (MM/YYYY): _____

Degree Information Major _____ Minor _____

Additional College or University attended (do not abbreviate) _____

Location (city, state) _____

Number of credit hours _____ Month and Year of degree (MM/YYYY): _____

Degree Information Major _____ Minor _____

24. Vocational School(s) (do not abbreviate) _____

Location (city, state) _____

Semester hours _____ Type of Degree _____

Additional Vocational school attended (do not abbreviate) _____

Location (city, state) _____

Semester hours _____ Type of Degree _____

25. Graduate Subjects _____

Semester hours _____ Type of Degree _____

Additional Graduate Subjects _____

Semester hours _____ Type of Degree _____

Major / Minor Field(s) of Study: _____

To receive credit for education information you MUST attach copy(ies) of transcript(s). An unofficial copy is acceptable, however an official copy may be requested at a later date.

26. Military service schools

Course name _____

Dates attended From (MM/DD/YYYY): _____ To (MM/DD/YYYY): _____

Course name _____

Dates attended From (MM/DD/YYYY): _____ To (MM/DD/YYYY): _____

Course name _____

Dates attended From (MM/DD/YYYY): _____ To (MM/DD/YYYY): _____

Course name _____

Dates attended From (MM/DD/YYYY): _____ To (MM/DD/YYYY): _____

Course name _____

Dates attended From (MM/DD/YYYY): _____ To (MM/DD/YYYY): _____

27. Military correspondence courses completed

Course name _____

Study hours _____

Course name _____

Study hours _____

Course name _____

Study hours _____

28. How many words per minute can you type? _____

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Name: _____ SSN: _____

29. Work Experience (list most current first)

Military Unit / Company / Organization name: _____

Address:

From (MM/DD/YYYY): _____ To (MM/DD/YYYY): _____ If currently employed Yes

Number of employees supervised: _____ Hours per week _____

Part time (Y / N) _____ Full time (Y / N) _____ Hours per month _____

Salary per week _____ Salary per month _____

Starting \$ _____ Ending \$ _____

Reason for leaving: _____

Immediate supervisor's name: _____

Supervisor's phone number _____

May we ask your present employer about your character, qualifications and work records? Yes No

Exact job title & AFSC / MOS: _____

Description of Work Performed/Duties:

ALL applicants: You MUST explain duties in detail and in your own words to be eligible for this vacancy.

USA Jobs applicants: The information below will be compared to your responses to the USA Staffing questionnaire and if it does not support your responses, you will be deemed ineligible for this vacancy.

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30. Work experience:

Military Unit / Company / Organization name: _____

Address:

From (MM/DD/YYYY): _____ To (MM/DD/YYYY): _____ If currently employed Yes

Number of employees supervised: _____ Hours per week _____

Part time (Y / N) _____ Full time (Y / N) _____ Hours per month _____

Salary per week _____ Salary per month _____

Starting \$ _____ Ending \$ _____

Reason for leaving: _____

Immediate supervisor's name: _____

Supervisor's phone number _____

May we ask your present employer about your character, qualifications and work records? Yes No

Exact job title & AFSC / MOS: _____

Description of Work Performed/Duties:

ALL applicants: You MUST explain duties in detail and in your own words to be eligible for this vacancy.

USA Jobs applicants: The information below will be compared to your responses to the USA Staffing questionnaire and if it does not support your responses, you will be deemed ineligible for this vacancy.

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Name: _____ SSN: _____

31. Work/Additional Experience

Military Unit / Company / Organization name: _____

Address:

From (MM/DD/YYYY): _____ To (MM/DD/YYYY): _____ If currently employed Yes

Number of employees supervised: _____ Hours per week _____

Part time (Y / N) _____ Full time (Y / N) _____ Hours per month _____

Salary per week _____ Salary per month _____

Starting \$ _____ Ending \$ _____

Reason for leaving: _____

Immediate supervisors name: _____

Supervisors phone number _____

May we ask your present employer about your character, qualifications and work records? Yes No

Exact job title & AFSC / MOS: _____

Description of Work Performed/Duties:

ALL applicants: You MUST explain duties in detail and in your own words to be eligible for this vacancy.

USA Jobs applicants: The information below will be compared to your responses to the USA Staffing questionnaire and if it does not support your responses, you will be deemed ineligible for this vacancy.

Additional pages may be attached

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Name: _____ SSN: _____

32. List job related licenses that you have (i.e. Registered Nurse, Lawyer, Radio Operator, Pilot, etc)

Military drivers license number _____	Expiration date	(MM/DD/YYYY): _____
State drivers license number _____	Expiration date	(MM/DD/YYYY): _____
Issuing State	<div style="border: 1px solid black; width: 200px; height: 20px; margin: 0 auto;"></div>	

33. References - List three people who we may contact who are not related to you.

Name	Address	Telephone number

34. Do you receive or have you applied for Retirement pay, pension or other pay based on Military, Federal Civilian, or District of Columbia Government Service? Yes No

35. During the last 10 years, have you been arrested, convicted, been imprisoned, been on probation, or been on parole? (Includes felonies, firearms or explosives violations, misdemeanors, and all other offenses.) Yes No

36. During the last 5 years, have you been fired from any job for any reason, did you quit after being told that you would be fired, did you leave any job by mutual agreement because of specific problems, or were you debarred from Federal employment by the Office of Personnel Management or any other Federal agency? Yes No

37. Do any of your relatives work for the United States Government or the United States Armed Forces? (Included: father, mother, husband, wife, brother, sister, uncle, aunt, first cousin, nephew, niece, father-in-law, mother-in-law, son-in-law, daughter-in-law, sister-in-law, half brother, half sister) Yes No

Questions 34-37: IF YES PLEASE EXPLAIN BELOW

38. Signature, Certification and Release of Information, READ THE FOLLOWING CAREFULLY BEFORE YOU SIGN

- a. A FALSE STATEMENT ON ANY PART OF YOUR APPLICATION MAY BE GROUNDS FOR NOT HIRING YOU, OR FOR TERMINATING YOU AFTER YOU BEGIN EMPLOYMENT. ALSO, YOU MAY BE PUNISHED BY FINE OR IMPRISONMENT (U.S. CODE, TITLE 18 SEC 1001).
- b. IF YOU ARE A MALE BORN AFTER DECEMBER 31, 1959, YOU MUST BE REGISTERED WITH THE SELECTIVE SERVICE SYSTEM OR HAVE A VALID EXEMPTION IN ORDER TO BE ELIGIBLE FOR FEDERAL EMPLOYMENT. YOU WILL HAVE TO CERTIFY YOUR STATUS AT THE TIME OF APPOINTMENT.
- c. I UNDERSTAND THAT ANY INFORMATION I GIVE MAY BE INVESTIGATED AS ALLOWED BY LAW OR PRESIDENTIAL ORDER.
- d. I CONSENT TO THE RELEASE OF INFORMATION ABOUT MY ABILITY AND FITNESS FOR FEDERAL EMPLOYMENT BY EMPLOYERS, SCHOOL(S), LAW ENFORCEMENT AGENCIES AND OTHER INDIVIDUALS AND ORGANIZATIONS, TO INVESTIGATORS, PERSONNEL STAFFING SPECIALIST AND OTHER AUTHORIZED EMPLOYEES OF THE FEDERAL GOVERNMENT.
- e. I CERTIFY TO THE BEST OF MY KNOWLEDGE AND BELIEF, ALL OF MY STATEMENTS ARE TRUE, CORRECT, COMPLETE AND MADE IN GOOD FAITH.

SIGN AND DATE BELOW AND MAIL TO THE HRO POSTMARKED NLT THE CLOSING DATE OF THE ANNOUNCEMENT, EACH INDIVIDUAL IS RESPONSIBLE FOR KEEPPING COPIES OF THEIR OWN APPLICATION(S)

Document Signature Field	<div style="border: 1px solid black; width: 250px; height: 20px; margin: 0 auto;"></div>		Current Date	<div style="border: 1px solid black; width: 100px; height: 20px; margin: 0 auto;"></div>
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