



**DEPARTMENT OF HUMAN SERVICES**  
**TRANSFER APPLICATION**  
 AN EQUAL OPPORTUNITY EMPLOYER

JOB APPLIED FOR: **LATERAL TRANSFER** ONLY FOR USE IN TRANSFERRING WITHIN THE SAME CLASSIFICATION

SOCIAL SECURITY NUMBER:		CLASS NUMBER:	CLASS TITLE:	
LAST NAME:			FIRST NAME:	M.I.:
MAILING ADDRESS:				
CITY:		STATE:	ZIP CODE:	
HOME PHONE:	WORK PHONE:	MESSAGE (IF DIFFERENT):	DRIVER'S LICENSE NUMBER:	STATE OF ISSUE:
PRESENT OR PAST EMPLOYER:		CITY AND STATE OF PRESENT/PAST EMPLOYER:		

**Availability**

CHECK ONE:	CHECK ONE:	
<input type="checkbox"/> (P) Permanent	<input type="checkbox"/> (F) Full Time	<input type="checkbox"/> (E) Full/Part Time
<input type="checkbox"/> (S) Seasonal	<input type="checkbox"/> (P) Part Time	<input type="checkbox"/> (J) Job Share
<input type="checkbox"/> (B) Either		<input type="checkbox"/> (B) Any
		<input type="checkbox"/> (I) Intermittent

**A separate Skill Code Sheet must be attached for classifications**  
 (such as Clerical and Human Resource Specialist series).

**GEOGRAPHIC AVAILABILITY**

Check up to 20 of the following DHS locations where you are willing to work. If you check too many, the first 20 will be recorded.  
 If you check **EMA, SMA, or PMA**, do not check the individual cities within those areas.

<input type="checkbox"/> EMA Eugene Metro Area Cottage Grove, Eugene, Springfield, Sweet Home, Veneta  <input type="checkbox"/> PMA Portland Metro Area Beaverton, Clackamas, Gresham, Hillsboro, Lake Oswego, Milwaukie, Oregon City, Portland, Tigard, Troutdale  <input type="checkbox"/> SMA Salem Metro Area Albany, Dallas, McMinnville, Monmouth/Independence Sublimity, Salem/Keizer, Woodburn	<input type="checkbox"/> 22A Albany <input type="checkbox"/> 15A Ashland <input type="checkbox"/> 04A Astoria <input type="checkbox"/> 01A Baker City <input type="checkbox"/> 34B Beaverton <input type="checkbox"/> 09A Bend <input type="checkbox"/> 25A Boardman <input type="checkbox"/> 08A Brookings <input type="checkbox"/> 13A Burns <input type="checkbox"/> 10A Canyonville <input type="checkbox"/> 17A Cave Junction <input type="checkbox"/> 15C Central Point <input type="checkbox"/> 03L Clackamas <input type="checkbox"/> 05B Columbia City <input type="checkbox"/> 11B Condon <input type="checkbox"/> 06B Coos Bay	<input type="checkbox"/> 06C Coquille <input type="checkbox"/> 02A Corvallis <input type="checkbox"/> 20B Cottage Grove <input type="checkbox"/> 27A Dallas <input type="checkbox"/> 32A Enterprise <input type="checkbox"/> 20D Eugene <input type="checkbox"/> 20E Florence <input type="checkbox"/> 08B Gold Beach <input type="checkbox"/> 15E Gold Hill <input type="checkbox"/> 17B Grants Pass <input type="checkbox"/> 26B Gresham <input type="checkbox"/> 30F Hermiston <input type="checkbox"/> 34F Hillsboro <input type="checkbox"/> 14B Hood River <input type="checkbox"/> 27C Independence <input type="checkbox"/> 12E John Day	<input type="checkbox"/> 20F Junction City <input type="checkbox"/> 18C Klamath Falls <input type="checkbox"/> 31E LaGrande <input type="checkbox"/> 03H Lake Oswego <input type="checkbox"/> 19A Lakeview <input type="checkbox"/> 09D LaPine <input type="checkbox"/> 22E Lebanon <input type="checkbox"/> 21A Lincoln City <input type="checkbox"/> 16B Madras <input type="checkbox"/> 03N Marylhurst <input type="checkbox"/> 36F McMinnville <input type="checkbox"/> 15G Medford <input type="checkbox"/> 30G Milton-Freewater <input type="checkbox"/> 03E Milwaukie <input type="checkbox"/> 36G Newberg	<input type="checkbox"/> 21B Newport <input type="checkbox"/> 06H North Bend <input type="checkbox"/> 23D Ontario <input type="checkbox"/> 03G Oregon City <input type="checkbox"/> 30H Pendleton <input type="checkbox"/> 26C Portland <input type="checkbox"/> 07A Prineville <input type="checkbox"/> 09B Redmond <input type="checkbox"/> 10G Reedsport <input type="checkbox"/> 10I Roseburg <input type="checkbox"/> 24M Salem/Keizer <input type="checkbox"/> 04D Seaside <input type="checkbox"/> 36H Sheridan <input type="checkbox"/> 20H Springfield <input type="checkbox"/> 05F St. Helens	<input type="checkbox"/> 24P Stayton <input type="checkbox"/> 24Q Sublimity <input type="checkbox"/> 22H Sweet Home <input type="checkbox"/> 33G The Dalles <input type="checkbox"/> 34J Tigard <input type="checkbox"/> 29F Tillamook <input type="checkbox"/> 34I Tualatin <input type="checkbox"/> 30K Umatilla <input type="checkbox"/> 32D Wallowa <input type="checkbox"/> 28C Wasco <input type="checkbox"/> 03K Wilsonville <input type="checkbox"/> 24S Woodburn <input type="checkbox"/> ANY LOCATION <input type="checkbox"/> OTHER:
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**BILINGUAL SKILLS:**  Sign Language  Spanish  Russian  Vietnamese  Cambodian  Other

You must be able to perform the duties of the job(s) you are applying for with or without accommodation. Certain positions may require pre-employment drug screening and/or computerized criminal history and/or driving record check. The State of Oregon will contact current and past employers.

**You must sign and date below. Incomplete or unsigned applications will be rejected.**

I certify and confirm that I have read and understand the above notice. I further certify that I personally completed this application and attached materials or requested its completion and that all statements contained herein are true and complete to the best of my knowledge.

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

Applicant's Signature	Date
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