

**CITY OF SANTA ROSA
HUMAN RESOURCES DEPARTMENT**

VETERAN'S PREFERENCE REQUEST FORM

The City of Santa Rosa provides Veteran's Preference to applicants for employment who meet all of the following criteria:

- The applicant is not currently in a permanent position with the City of Santa Rosa;
- The applicant has served in the United States armed forces for at least 18 consecutive months, unless discharged earlier due to a service related injury or illness;
- The applicant was not dishonorably discharged from military service;
- The applicant provides a copy of the DD214 military papers verifying military service; and
- The applicant successfully completes the examination process and is placed on a candidate list.

Candidate lists establish priority for hiring consideration based on exam results. Veteran's Preference means that candidates who are qualified for Veteran's Preference and are in the rank or group immediately below the lowest rank or group certified for final selection interviews shall also be certified to the hiring department for a final selection interview.

Applicants requesting Veteran's Preference should complete this form, and submit it to the Human Resources Department with a copy of their DD214. Each time a City of Santa Rosa employment application is filed, applicants should check the box on the application form requesting Veteran's Preference and submit this form with a copy of the DD214. More information on Veteran's Preference is available from the Human Resources Department at (707) 543-3060.

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- I am requesting Veteran's Preference and certify that I meet all the criteria listed above. I have attached a copy of my DD214 discharge papers verifying my military service.

Name (Printed): _____

SSN: _____

Signature: _____

Date: _____