

VETERAN'S PREFERENCE FORM

UNDER OREGON LAW SOME VETERANS WHO SUCCESSFULLY COMPLETE ALL PHASES OF A CIVIL SERVICE TEST MAY BE ELIGIBLE FOR PREFERENCE POINTS ON THE LIST ESTABLISHED AS A RESULT OF THE TEST. IF YOU THINK YOU MAY QUALIFY, **PLEASE READ THE FOLLOWING CHECKLIST CAREFULLY.** CHECK THE BOX FOR EACH ITEM THAT IS APPROPRIATE. YOU MAY GET HELP FROM OUR OFFICE IF YOU NEED FURTHER EXPLANATION OR HAVE SPECIAL CIRCUMSTANCES. (Please note: you may be eligible for either 10 points as a qualified disabled veteran, or 5 points as a qualified veteran, but not both.)

**** Note:** This completed form and the required documentation must be submitted to the Portland Bureau of Human Resources at the time you submit your application.

A. QUALIFIED VETERAN QUESTIONS: You may claim 5 POINTS veteran's preference if you check **at least one box in each of the four sections** below and provide **proof of eligibility** by submitting a copy of your DD-214.

Section One - ORS 408.225(3)

- I served on active duty* with the armed forces of the United States for period of more than 178 consecutive days and was discharged or released therefrom with other than a dishonorable discharge; **OR**
- I served on active duty* with the armed forces of the United States for 178 days or less and was discharged or released from active duty with other than a dishonorable discharge because of a service-connected disability; **OR**
- I served on active duty* for at least one day in a combat zone and was discharged or released from active duty with other than a dishonorable discharge; **OR**
- I received a combat or campaign ribbon for service in the armed forces of the United States.

*Attendance at a school under military orders, except schooling incident to an active enlistment or regular tour of duty, or normal military training as a reserve officer or member of an organized reserve or National Guard unit is not considered active duty.

Section Two - ORS 408.235(1) (2)

- I was discharged or released from service in the armed forces within 15 years of the date of this application.

Note: ORS 408.235 (2) Vietnam era veterans are no longer eligible to claim veteran's preference points.

Section Three - ORS 408.235(3)

- I have not previously used the preference, successfully completed trial service and attained regular employee status with any government jurisdiction in Oregon.

Section Four - ORS 408.235(3) and 408.230(2)

- This is not a promotion test for a position which will put me in another class having a higher maximum salary rate; **OR**
- After my initial permanent appointment to a civil service position, I was granted military leave to serve in the armed services, and then returned to duty in a permanent civil service position. This is a promotion test for a position that would put me in a higher class having a higher maximum salary rate.

*****YOU MUST PROVIDE PROOF OF ELIGIBILITY BY SUBMITTING YOUR DD-214.**

I hereby claim _____ veteran's preference points and certify that the above information is true and correct. I understand that any false statements may be cause for my disqualification or dismissal, regardless of when discovered.

Print Name _____ Social Security No. _____

Signature of Applicant _____ Date _____

Title of Position Applied For _____

*****POINTS WILL NOT BE AWARDED WITHOUT THE APPROPRIATE DOCUMENTATION. YOU MUST SUBMIT YOUR DD-214 IN ALL CASES. IF YOU ARE CLAIMING DISABLED VETERAN POINTS, YOU MUST ALSO SUBMIT AN OFFICIAL LETTER FROM VETERANS AFFAIRS STATING YOUR DISABILITY. YOU WILL NOT RECEIVE POINTS WITHOUT THESE ACCOMPANYING DOCUMENTS.*****

ORS 408.210-235

B. QUALIFIED DISABLED VETERAN QUESTIONS: You may claim 10 POINTS veteran's preference if you can check **at least one box in each of the *three* sections** below and provide **proof of eligibility** by submitting both of the documents listed below:

1. a copy of your **DD-214**, and
2. a copy of your Veteran's Administration **LETTER STATING YOUR DISABILITY** dated within the last six months.

Section One - ORS 408.225(2)

- I am entitled to disability compensation under laws administered by the United States Department of Veteran's Affairs; **OR**
- I was discharged or released from active duty for a disability incurred or aggravated in the line of duty; **OR**
- I was awarded the Purple Heart for wounds received in combat.

Section Two - ORS 408.235(3)

- I am officially certified as having service connected disabilities; **OR**
- I have not previously used the preference, successfully completed trial service and attained regular status with any government jurisdiction in Oregon.

Section Three - ORS 408.235(4) and 408.230(2)

- This is not a promotion test for a position which would put me in another job classification having a higher maximum salary rate; **OR**
- This is a promotion test for a position which will put me in a higher class and I am officially certified as having service connected disabilities; **OR**
- After my initial permanent appointment to a civil service position, I was granted military leave to serve in the armed services, and then returned to duty in a permanent civil service position. This is a promotion test which would put me in another job classification having a higher maximum salary rate.

I hereby claim _____ veteran's preference points and certify that the above information is true and correct. I understand that any false statements may be cause for my disqualification or dismissal, regardless of when discovered.

Print Name _____ Social Security No. _____

Signature of Applicant _____ Date _____

Title of Position Applied For _____

*****POINTS WILL NOT BE AWARDED WITHOUT THE APPROPRIATE DOCUMENTATION. YOU MUST SUBMIT YOUR DD-214 IN ALL CASES. IF YOU ARE CLAIMING DISABLED VETERAN POINTS, YOU MUST ALSO SUBMIT AN OFFICIAL LETTER FROM VETERANS AFFAIRS STATING YOUR DISABILITY. YOU WILL NOT RECEIVE POINTS WITHOUT THESE ACCOMPANYING DOCUMENTS.*****

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