

**REGIONAL HUMAN RESOURCES OFFICE YOKOSUKA
 COMMANDER NAVY REGION JAPAN
 EMPLOYMENT QUESTIONNAIRE**

APPLICANT QUESTIONNAIRE

Name:	Announcement Number:
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Residence Address (your local street address):

Mailing Address:

Home Phone:	Duty Phone:	Email:
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Sponsor's Name and Duty Phone:

SOFA-sponsored: Yes No

If yes, my sponsor is: *Military *Civilian Local Hire *Contractor

* Please attach a copy of your sponsor's PCS/Travel Orders

If no, type of visa: Permanent Resident Visitor/Tourist Other (specify): _____

I am a U.S. CITIZEN: Yes No If not, country of citizenship _____

I am a Resident Alien (Green card Holder): Yes No

I am a VETERAN: Yes (must provide member (4) copy of DD 214) No

I am claiming:

5pt pref.

10pt pref. (Must provide SF-15 with supporting document, i.e., letter from VA)

I have previously accepted or declined a job offer (Appropriated Funded or NAF Funded (e.g. NEX, NGIS, MWR) for non-temporary positions since the last PCS to current duty station:

Yes Position title: _____ Activity: _____

Work Schedule: _____ When: _____

No

(If Military Spouse) I certify that I understand my responsibility to inform HRO if I accept or decline a non-temporary job offer after I submit this application package.

Signature/Date

(If currently employed) My appointment is: Temporary/Flex Permanent

I am currently on leave without pay until: _____ (attach SF-50)

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Appointment Eligibility:

Please select, self identify, your appointment eligibility (ies). It is your responsibility to select only the eligibilities that apply to you.

INTERNAL: I am a current appropriated fund employee, serviced by _____, Japan.
(HRO office name)

LWOP: (Leave Without Pay) I am a current Federal government employee on leave without pay.

FAMILY MEMBER: I am a Military or Department of Defense (DoD) Civilian Family Member.

TRANSFER: I am a current employee from another DoD or Federal Agency.

REINSTATEMENT: I am a Federal employee that left the Federal Government with a break-in-service (3 days or more) with Career or Career Conditional status.

VEOA (Veterans Employment Opportunity Act): I am a preference eligible OR veteran who has separated from the armed forces under honorable conditions after substantially completing at least 3 years of continuous active service.

NAF/AF PORTABILITY: I am an employee in a NAF (Non-Appropriated Fund) on a permanent full-time/part-time position without a break-in-service.

VRA (Veterans Readjustment Appointment): I am eligible for a Veterans Readjustment Appointment. (Those who are eligible include: Disabled veterans, Veterans who served on active duty in the Armed Forces during a war, or in a campaign or expedition for which a campaign badge has been authorized; veterans who, while serving on active duty in the Armed Forces, participated in a United States military operation for which an Armed Forces Service Medal was awarded; recently separated veterans. In addition to meeting the criteria above, eligible veterans must have been separated under honorable conditions (i.e., the individual must have received either an honorable or general discharge).

OTHER: (Must specify) _____

Availability:

How soon can you start working? _____

What is the **LOWEST** Pay/Grade you will accept?

(You will **NOT** be considered for the Pay/Grade Level(s) lower than indicated below)

Pay \$ _____ Per _____ or Grade _____

I certify that, to the best of my knowledge and belief, all of the information on and attached to this application/resume is true, correct, complete, and made in good faith. I understand that false or fraudulent information on or attached to this application may be grounds for not hiring me or for firing me after I begin work, and may be punishable by fine or imprisonment. I understand that any information I give may be investigated.

Signature: _____ **Date:** _____