13413

DOCUMENT COVER SHEET

If you decide to send additional materials with your application, now or at a later time, you will need to use this Document Cover Sheet. Please make a copy of the blank cover sheet if necessary.

Additional documents will not be processed unless you provide the following information.

Recruitment Number

[ ][ ][ ][ ][ ][ ] - [ ][ ][ ][ ][ ] - [ ][ ]

Job Title

Last Name

First Name

MI

First 3 letters of last name at birth

Last 4 digits of Social Security Number

Month of Birth

Day of Birth

● Fill in circles completely for each item you are sending.

○ Supplemental Checklist or Questionnaire / Letter of Application

○ Resume

○ Transcripts

○ License / Certification

○ DMV Record

○ Typing Certificate

○ Writing Sample

○ Education

○ Certification

○ Other

Place cover sheet(s) on top of materials and mail to:

San Luis Obispo County Personnel Department
1055 Monterey Street, Suite D-250, San Luis Obispo, CA 93408
(805) 781-5959 (805) 781-5958 - Job Hotline

FOR PERSONNEL DEPARTMENT USE ONLY

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