

## MOHAVE COUNTY EMPLOYMENT PREFERENCE POINTS

Effective August 27, 1977, Arizona Revised Statute Title 38, Section 492 was amended and authorized preference points (not %) for certain categories of applicants for merit system employment:

- I. **VETERAN** (5 points): A veteran of the Armed Forces of the United States separated under honorable conditions following more than six months of active duty.
- II. **DISABLED VETERAN** (10 points): An honorably separated veteran who served on active duty in the Armed Forces at any time and who has a service-connected disability or is receiving compensation or disability retirement benefits under laws administered by the Veterans Administration, Army, Navy, Air Force, Coast Guard, or Public Health Service.
- III. **VETERAN'S SPOUSE or SURVIVING SPOUSE** (5 points): A spouse or surviving spouse of any of the following:
  - A. Any veteran who died of a service-connected disability.
  - B. Any member of the Armed Forces serving on active duty who at the time of application is listed by the Secretary of Defense of the United States in any of the following categories for **not less than ninety days**:
    1. Missing in action.
    2. Captured in the line of duty by a hostile force.
    3. Forcibly detained or interned in the line of duty by a foreign government or power.
  - C. A person who has a total, permanent disability resulting from a service-connected disability or any person who died while such disability was in existence.

### HOW IT WORKS:

If you qualify in one or more of these categories, use the attached claim form to obtain the necessary certification. **Only one claim form is necessary even if you apply for two or more positions; and it will be kept on file for at least two years.** If you are uncertain as to whether or not you already have a claim on file, please call our office at (928) 753- 0736, x4116 or ask the receptionist to direct you to the staff member responsible for preference points for assistance. Current Mohave County Government employees are not eligible for preference points. **A maximum of ten (10) preference points will be applied to your final score, but only if you earn a passing grade without preference.** All documents received for the purpose of employment preference points are retained separately from employment applications and will be held in strict confidence by the Human Resources Department.

**CERTIFICATION:** (Points will not be awarded if we do not receive the appropriate supporting documentation as listed below. It is the responsibility of the applicant to obtain proper documentation as described below and provide it to the Human Resources Department.)

1. Certification for category I (**Veteran**) can be submitted in the form of a DD214 provided it indicates at least six months of active duty and an Honorable or Under Honorable Conditions discharge. If a copy cannot be given to the Human Resources Department, the DD-214 must be seen by a receptionist for verification of the claim. Additional documents may be used to verify the claim if the DD-214 is incomplete, for example, a form DD-256 may be used to supplement a DD-214 that does not have a character of service indicated. **Only one DD-214 needs to be submitted every two years.**
2. Certification of category II (**Disabled Veteran**) may be obtained from the Veteran's Administration (VA) Regional Office at 3225 North Central Avenue, Phoenix, or at a Veteran's Affairs Office of the Arizona Department of Economic Security. If outside Arizona, you may also obtain certifying materials at your local VA Regional Office. You must furnish the VA Claim number. Verification letters from the Veteran's Administration cannot be over two years old.
3. Certification of category III (**Veteran's Spouse**) may be obtained from the Veteran's Administration (VA) Regional Office at 3225 North Central Avenue, Phoenix, or at a Veteran's Affairs Office of the Arizona Department of Economic Security. If outside Arizona, you may also obtain certifying materials at your local VA Regional Office. You must furnish the VA Claim number. Verification letters from the Veteran's Administration cannot be over two years old.

**RETAIN THIS PAGE FOR YOUR REFERENCE**



**ADDITIONAL CLAIM SECTIONS ON BACK**

# CLAIM FOR VETERAN'S EMPLOYMENT PREFERENCE POINTS

**CATEGORY II -- DISABLED VETERAN:** 10 points (A.R.S. § 38-492 (F))

An honorably separated veteran who served on active duty in the Armed Forces at any time and who has a service connected disability or is receiving compensation or disability retirement benefits under laws administered by the Veteran's Administration, Army, Navy, Air Force, Coast Guard or Public Health Service.

ELIGIBILITY verified through Veteran's Administration records or documents provided by the applicant from the VA.

This is to certify that \_\_\_\_\_  
Name of Applicant VA File Number

was honorably separated from the Armed Forces and has a service-connected disability or is receiving compensation or disability retirement benefits for a service-connected disability.

ELIGIBILITY verified by \_\_\_\_\_  
(Human Resources, Veteran's Service Commission or VA Staff member's signature) Date

**CATEGORY III -- SPOUSE OR SURVIVING SPOUSE:** 5 points (A.R.S. § 38-492 (E))

Spouse or Surviving Spouse of any of the following:

1. Any veteran who died of a service-connected disability.
2. Any member of the Armed Forces serving on active duty who at the time of application is listed by the Secretary of Defense of the United States in any of the following categories for not less than ninety days:
  - A. Missing in action.
  - B. Captured in the line of duty by a hostile force.
  - C. Forcibly detained or interned in the line of duty by a foreign government or power.
3. A person who has a total, permanent disability resulting from a service-connected disability or any person who died while such disability was in existence.

ELIGIBILITY verified through Veteran's Administration records or documents provided by the applicant from the VA.

This is to certify that the records of the Veteran's Administration disclose that \_\_\_\_\_ is the legal spouse of \_\_\_\_\_ who:

- Please check appropriate
- Died of a service-connected disability OR, at the time of this application,
  - Is missing in action (For Not Less Than Ninety (90) Days).
  - Has been captured in the line of duty by a hostile force (For Not Less Than Ninety (90) Days).
  - Has been forcibly detained or interned in the line of duty by a foreign circumstance government (For Not Less Than Ninety (90) Days).
  - Is totally, permanently disabled as a result of a service-connected injury.

ELIGIBILITY verified by \_\_\_\_\_  
(Human Resources, Veteran's Service Commission or VA Staff member's signature) Date