

APPLICATION FOR OPEN COMPETITIVE EXAMINATION

PRINT THIS INFORMATION										DO NOT WRITE IN SPACE OUTLINED																									
1A POSITION TITLE (JOB FOR WHICH YOU ARE APPLYING)										1B OPTION		OK		R		?		REASON				TECH.													
Administrative Officer II																																			
2 NAME - Last, First, Middle initial, Maiden or Previous										APPT: DEPT. DATE																									
MR. Moss James P.										TEST R.S. C.S. W W.S.																									
MS.										T & E																									
3 NO. AND STREET, R.D., OR POST OFFICE BOX NUMBER										WRITTEN																									
4505 Montview Blv										PERF. -																									
4 CITY STATE ZIP CODE										PERF. -																									
Denver, Colorado 80207										ORAL																									
5 TELEPHONE (Area Code & No.)					6 DATE RESIDENCE IN COLO. BEGAN					EARNED SCORE																									
HOME BUSINESS										VETS. PREF.																									
(303) 388-6670										FINAL SCORE																									
7 BIRTH DATE & AGE					8 HEIGHT		9 WEIGHT		10 SOCIAL SECURITY NO.		RANK																								
MONTH		DAY		YEAR		AGE		FT.		IN.																									
5		13		24		50		5		10 1/2		195		208-16-6441																					
11A EDUCATION (CIRCLE LAST GRADE COMPLETED)										6		7		8		9		10		11		12		13		14		15		16		17		18	
11B NAME AND LOCATION (City & State) OF LAST HIGH SCHOOL ATTENDED										DATES ATTENDED				GED CERTIFICATE #																					
Kingston High School, Chester St.										FROM TO				ISSUED BY																					
Kingston Pennsylvania										9/39 6/43				DATE																					
11C NAME & LOCATION OF COLLEGE OR UNIVERSITY										DATES		CREDITS COMPLETED		MAJOR		MINOR		TYPE OF DEGREE		MO. & YR. OF DEGREE															
(If you expect to earn a degree in next 3 months, give time you expect degree & circle.)										FROM TO		SEM. HRS.		QTR. HRS.																					
11D OTHER SCHOOLS OR TRAINING (TRADE, VOCATIONAL, ARMED FORCES, OR BUSINESS). GIVE NAME AND LOCATION OF EACH SCHOOL, DATES ATTENDED, SUBJECTS STUDIED, CERTIFICATES, AND ANY OTHER PERTINENT DATA.										Aircraft Maint & Inspection																									
A/E Mechanic, Gulfport Field, Miss. 10/43-2/44 not complete.										Administration & Leadership, O.S.																									
Lackland AFB Base Tex. Commissioned 1/49-6/49 complete.										Transportation Management, Air Comm.																									
Vehicle Transportation Officer, Lowry AF Base Colo 12/49-3/50 complete (See Details Above)																																			
12 SPECIAL QUALIFICATIONS AND SKILLS (LICENSES; SKILLS WITH MACHINES; PATENTS OR INVENTIONS; PUBLICATIONS; PUBLIC SPEAKING; PROFESSIONAL OR SCIENTIFIC SOCIETIES; TYPING OR SHORTHAND SPEED; HONORS, AWARDS AND FELLOWSHIPS; FOREIGN LANGUAGES, ETC.)										Not shown is previous experience in Administration and technical management of complex Air Traffic Control Systems. Extensive experience in Personnel & Training Programs.																									
13 LIST ANY RELATED VOLUNTEER WORK EXPERIENCE																																			
ANSWER ITEMS 14 THROUGH 17 BY PLACING AN X IN PROPER COLUMNS. IF YOU ANSWER "YES" TO ANY OF THESE QUESTIONS, GIVE DETAILS ABOVE IN SPACE FOR DETAILED ANSWERS.										YES		NO																							
14 A DO YOU HAVE A CURRENT DRIVER'S LICENSE? (GIVE NUMBER AND TYPE)										X																									
B HAS YOUR LICENSE EVER BEEN SUSPENDED OR REVOKED? (IF "YES", GIVE DATES AND STATE REASONS)												X																							
C LIST TRAFFIC VIOLATIONS OTHER THAN PARKING TICKETS.										X																									
15 A HAVE YOU BEEN CONVICTED OF AN OFFENCE AGAINST THE LAW OR ARE YOU UNDER CHARGES FOR ANY OFFENCE AGAINST THE LAW? (Omit traffic violations and offenses adjudicated in juvenile court or under a youth offender law)												X																							
B WHILE IN THE MILITARY SERVICE WERE YOU EVER CONVICTED BY COURT MARTIAL?												X																							
16 DO YOU HAVE ANY DISEASES OR DISABILITIES SUCH AS HEART DISEASE, A NERVOUS DISORDER, EPILEPSY, TUBERCULOSIS, DIABETES, A HEARING DEFECT OR OTHER HEALTH CONDITION WHICH MIGHT AFFECT YOUR PERFORMANCE IN THIS KIND OF WORK?												X																							
17 IN THE LAST FIVE YEARS												X																							
A HAVE YOU HAD ANY HEALTH CONDITION WHICH REQUIRED YOU TO BE IN A HOSPITAL OR INSTITUTION, OR TO BE OFF WORK MORE THAN 10 CONSECUTIVE DAYS, OR TO BE UNDER CONTINUING TREATMENT?												X																							
B HAVE YOU HAD ANY TROUBLE WITH AN EMPLOYER BECAUSE OF DRINKING ALCOHOL OR USING DRUGS ON OR OFF THE JOB?												X																							
C HAVE YOU BEEN FIRED OR FORCED TO RESIGN FROM ANY JOB FOR ANY REASON?										X																									

START WITH YOUR PRESENT OR LAST JOB AND WORK BACK. IF YOU HELD DIFFERENT JOBS WHILE WITH ONE EMPLOYER SHOW EACH JOB SEPARATELY. IF MORE SPACE IS NEEDED, ATTACH ANOTHER PAGE SET UP IN THE SAME MANNER.

PRESENT OR LAST EMPLOYER Squire Shop TEL. NO. (6303) 388-4249
COMPLETE ADDRESS 21 Cherry Creek Center, Denver, Colo. 80206.
YOUR TITLE Sales Clerk
DUTIES: Serve the customers. Fitting and marking clothes for tailoring. Receive & mark merchandise, work stock, inventory. Transport & deliver merchandise between stores. Janitorial tasks. Continuously security alert. Banking & postal business.
REASON FOR LEAVING OR SEEKING EMPLOYMENT: Laid off.

EMPLOYED FROM 9/70 TO 4/74
LAST PAY PER week \$ 130.00 +
HRS. PER WEEK 40
SUPERVISOR'S NAME Harold Leventhal (owner)
NO. & KIND OF EMPLOYEES YOU SUPERVISED: 0

EMPLOYER Denver Dry Goods Company. TEL. NO. (6303) 433-6611
COMPLETE ADDRESS Lakeside Shopping Center, Lakeside, Colo. 80212
YOUR TITLE Sales Clerk
DUTIES: Serve the customers. Fitting and marking clothes for tailoring. collect payment or arrange for credit. work stock. Inventory. Arrange for pickup or delivery of goods. Open and close Department. make daily tallies.
REASON FOR LEAVING: Personal.

EMPLOYED FROM 10/65 TO 8/70
LAST PAY PER week. \$ 90.00 +
HRS. PER WEEK 37 1/2
SUPERVISOR'S NAME Robert Rodas.
NO. & KIND OF EMPLOYEES YOU SUPERVISED: 0

EMPLOYER John Hancock Mutual Life Ins. Co. TEL. NO. (303) 399-1106
COMPLETE ADDRESS 215 S. 1st St. Denver, Colo. 80206.
YOUR TITLE Special Representative, Cashier & Office Manager.
DUTIES: Underwriting life, Health & Accident insurance. Prospecting continuously for new clients. collect premiums and deliver new policies. Supervise bookkeeping, make weekly payroll, maintain files, records and answer correspondence. Make all reports to home office state and Federal Govt.
REASON FOR LEAVING: Low Production.

EMPLOYED FROM 4-64 TO 8-65
LAST PAY PER week. \$ 95.00 +
HRS. PER WEEK 50 +
SUPERVISOR'S NAME Henry C. Morrison
NO. & KIND OF EMPLOYEES YOU SUPERVISED: 1 Bookkeeper 2 Clerks.

EMPLOYER Headquarters. 34 15th Air Base Grp. TEL. NO. (303) 388-5411
COMPLETE ADDRESS Lowry AF Base, Colo. 80230
YOUR TITLE Custodian Central Base Funds
DUTIES: Administration of Troop Welfare Funds and operation of Funds Activities; Bowling Alley, Snack Bar & Dental Clinic. Budgeting, Accounting (monies & property) Disbursement of funds, contracting (services and facilities & equipment) Personnel.
REASON FOR LEAVING: Retirement

EMPLOYED FROM 5-62 TO 9-63
LAST PAY PER month \$ 600.00 +
HRS. PER WEEK 40 +
SUPERVISOR'S NAME Maj Wm R Purcell (Ret)
NO. & KIND OF EMPLOYEES YOU SUPERVISED: 4 managers

19 HOW DID YOU LEARN OF THIS EXAMINATION? Inter Governmental Personnel Services Center.

20 REFERENCES. LIST THREE PERSONS WHO ARE NOT RELATED TO YOU AND WHO HAVE DEFINITE KNOWLEDGE OF YOUR QUALIFICATIONS AND FITNESS FOR THE POSITION FOR WHICH YOU ARE APPLYING. DO NOT REPEAT NAMES OF SUPERVISORS LISTED UNDER ITEM 18 EXPERIENCE

FULL NAME	PRESENT BUSINESS OR HOME ADDRESS (Number, street, city, state, zip)	BUSINESS OR OCCUPATION
<u>Dr Wm E. St John.</u>	<u>4343 Montview Blv. Denver, Colo 80207</u>	<u>orthodontist</u>
<u>Mr Walter N. Krenz.</u>	<u>8680 E. Alameda Ave. Denver, Colo. 80230.</u>	<u>Advertiser. (owner)</u>
<u>Mr Frank R. Job</u>	<u>2025 Clermont St. Denver, Colo 80207.</u>	<u>accountants.</u>

CERTIFICATION
I CERTIFY THAT ALL OF THE STATEMENTS MADE IN THIS APPLICATION ARE TRUE, COMPLETE, AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF, AND ARE MADE IN GOOD FAITH.

(SIGN IN INK)
SIGNATURE James P. Mon
DATE June 28, 1974

WESTERN SLOPE

ALMONT (1)
ARBOLES (5)
ASPEN (9)
BRECKENRIDGE (13)
CARBONDALE (17)
CEDAREDGE (21)
CORTEZ (25)
CRAIG (29)
DELTA (21)
DINOSAUR (33)
DOVE CREEK (37)
DURANGO (41)
EAGLE (45)
GLENWOOD SPRINGS (17)
GRAND JUNCTION (49)
GREEN MTN. RESERVOIR (53)
GUNNISON (1)
HOT SULPHUR SPRINGS (53)
KREMMLING (92)
LAKE CITY (57)
MEEKER (61)
MONTROSE (65)
OURAY (69)
PAGOSA SPRINGS (5)

PITKIN (1)
RIFLE (73)
SILVERTON (77)
STEAMBOAT SPRINGS (81)
TELLURIDE (83)
YAMPA (85)

NORTHCENTRAL & EASTERN

AKRON (2)
BURLINGTON (6)
CENTRAL CITY (10)
DRAKE (14)
ESTES PARK (18)
FORT COLLINS (22)
FORT MORGAN (26)
GEORGETOWN (30)
GREELEY (34)
HOLYOKE (38)
HUGO (42)
IDAHO SPRINGS (46)

IDALIA (50)
JULESBURG (54)
KIOWA (58)
LIMON (62)
LONGMONT (67)
LOVELAND (14)
RAMAH (62)
STERLING (66)
STONEHAM (70)
WALDEN (74)
WRAY (78)

SOUTH CENTRAL & EASTERN

ALAMOSA (3)
BUENA VISTA (7)
CANON CITY (11)
CHEYENNE WELLS (15)
COLORADO SPRINGS (19)
CONEJOS (23)
CREEDE (27)
CRIPPLE CREEK (31)

DEL NORTE (35)
EADS (39)
FAIRPLAY (43)
FORT GARLAND (3)
LA JARA (3)
LA JUNTA (47)
LAMAR (51)
LAS ANIMAS (55)
LATHROP PARK (59)
LEADVILLE (63)
MONTE VISTA (69)
MONUMENT (71)
ORDWAY (75)
PUEBLO (79)
ROCKY FORD (47)
SAGUACHE (82)
SALIDA (84)
SAN LUIS (86)
SPRINGFIELD (87)
TRINIDAD (88)
WALSENBURG (59)
WESTCLIFFE (89)

METRO-DENVER AREA

SUBURBAN AREAS

✓ ARVADA (4)
✓ AURORA (8)
BOULDER (12)
BRIGHTON (16)
BROOMFIELD (20)
CASTLE ROCK (24)
✓ CHERRY CREEK RESERVOIR (8)
✓ COMMERCE CITY (28)
✓ ENGLEWOOD (32)
GOLDEN (36)
GOLDEN GATE PARK (40)
LITTLETON (44)
✓ NORTHGLENN (90)
✓ THORNTON (48)
✓ WHEATRIDGE (52)
✓ YOUTH SERVICES - Mt. View (91)
3900 South Carr

DENVER AREA

✓ DOWNTOWN (56)
✓ EAST DENVER (60)
✓ SOUTH CENTRAL (64)
✓ SOUTH EAST (68)
✓ SOUTH WEST (72)
✓ NORTH CENTRAL (76)
✓ WEST DENVER (80)
Capitol Hill, Metro State & Denver C.C.
Health Department
Former Youth Center
Hwy. Div. & Patrol; Surpl. Prop.
Ft. Logan MHC
Den. CC-No. Campus, Divs. Wildlife & Parks
Den. CC-Red Rocks Campus

WHAT IS THE EARLIEST DATE YOU WILL BE AVAILABLE TO BEGIN WORK? *immediately*

WILL YOU ACCEPT	YES	NO		YES	NO	LOWEST PAY YOU WILL ACCEPT	ARE YOU WILLING TO TRAVEL?
TEMPORARY WORK			SHIFT WORK			\$ <i>1,000⁰⁰+</i> PER <i>mo</i>	___ NO <i>✓</i> SOME ___ OFTEN
LESS THAN FULL TIME WORK			NIGHT WORK				

SPACE FOR DETAILED ANSWERS, INDICATE ITEM NUMBERS TO WHICH ANSWERS APPLY.

ITEM NO. *14* *A. Colo E33809 Operator. C. Check Dept. Revenue Motor Vehicle Div Records complete details.*

16 *No, myocardial infarction Dec 1967, no comp. no recut, no disability.*

17 *C. Squire Shop. Paid off 4-13-74. Denver Dry Goods, Personality Clash. Piced ~~8/70~~ 8/70. John Hancock Mutual Life Ins. Piced 8/65 Low. Production.*

11 D *Management (Time & Methods) Pri Management 2/51 50 Hrs Westover Air Base MASS. complete (Personnel & Production) Management for Supvr. 50 Hrs. 2/57 Chamberlay Air Base France. Aircraft Control & Warning Off. School. Tyndal A.F. Base FLA, 9/53 - 11/53 complete. G.C.A. (Radar Control.) Officer. CIDig A.F. Base ALA. 9/54 - 11/54 complete.*