



FREQUENTLY FILLED JOB APPLICATION UPDATE FORM

To keep your application active you must update it every 3 months.

Note: If you wish to update/change information for an Announced Vacancy Application please contact the agency where you submitted your application

If you wish to update without making any changes to your application, check this box, complete the Demographic Information below, and sign your name at the bottom of this page. If you wish to make changes to your Frequently Filled Job Application please complete this page and then make changes to your application by completing the areas that apply on the next page.

DEMOGRAPHIC INFORMATION

SSN:	DATE:
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NAME:			
Last	First	Middle	Suffix

MAILING ADDRESS:		
_____	_____	_____
City	State	Zip Code
<input type="radio"/> Check if this is an address change		

HOME PHONE NUMBER: (___ ___ ___) ___ ___ ___ - ___ ___ ___
WORK PHONE NUMBER: (___ ___ ___) ___ ___ ___ - ___ ___ ___
<input type="radio"/> Check if this is a phone number change

E-MAIL ADDRESS:
<input type="radio"/> Check if this is an e-mail change

Signature

Date

If you wish to make changes to your Frequently Filled Job Application please proceed to Page 2 and complete the areas that you want to change.

UPDATE for FREQUENTLY-FILLED JOBS

Complete the following to update/change information in your Frequently-Filled Job Application.

TYPE OF EMPLOYMENT: Check the appropriate box if you wish to add or delete.

Add	Delete		Add	Delete		Add	Delete		Add	Delete	
<input type="checkbox"/>	<input type="checkbox"/>	Full-Time(2)	<input type="checkbox"/>	<input type="checkbox"/>	Temporary (3)	<input type="checkbox"/>	<input type="checkbox"/>	Part-Time(4)	<input type="checkbox"/>	<input type="checkbox"/>	Shift Work(5)
<input type="checkbox"/>	<input type="checkbox"/>	Night Work(6)	<input type="checkbox"/>	<input type="checkbox"/>	Seasonal(7)	<input type="checkbox"/>	<input type="checkbox"/>	Nine Months(8)			

WORK LOCATIONS: Check the appropriate box(es) if you wish to add or delete a work location. No more than 15 locations of where you would accept a job may be in your application. You will be considered only for the locations indicated and these locations will be used for all jobs for which you apply. If you do not accept a job offered in a location you selected, your name will be removed from consideration for future job openings.

Add	Delete		Add	Delete		Add	Delete	
<input type="checkbox"/>	<input type="checkbox"/>	550 – ALAMOSA	<input type="checkbox"/>	<input type="checkbox"/>	112 – DUMONT	<input type="checkbox"/>	<input type="checkbox"/>	357 – MEEKER
<input type="checkbox"/>	<input type="checkbox"/>	803 – ARVADA	<input type="checkbox"/>	<input type="checkbox"/>	508 – DURANGO	<input type="checkbox"/>	<input type="checkbox"/>	562 – MONTA VISTA
<input type="checkbox"/>	<input type="checkbox"/>	102 – AURORA	<input type="checkbox"/>	<input type="checkbox"/>	326 – EAGLE	<input type="checkbox"/>	<input type="checkbox"/>	320 – MONTROSE
<input type="checkbox"/>	<input type="checkbox"/>	137 – AVON	<input type="checkbox"/>	<input type="checkbox"/>	815 – ENGLEWOOD	<input type="checkbox"/>	<input type="checkbox"/>	831 – NORTHGLENN
<input type="checkbox"/>	<input type="checkbox"/>	404 – BOULDER	<input type="checkbox"/>	<input type="checkbox"/>	132 – EVERGREEN	<input type="checkbox"/>	<input type="checkbox"/>	835 – PALISADE
<input type="checkbox"/>	<input type="checkbox"/>	601 – BRIGHTON	<input type="checkbox"/>	<input type="checkbox"/>	440 – FLORENCE	<input type="checkbox"/>	<input type="checkbox"/>	117 – PARKER
<input type="checkbox"/>	<input type="checkbox"/>	806 – BROOMFIELD	<input type="checkbox"/>	<input type="checkbox"/>	409 – FORT COLLINS	<input type="checkbox"/>	<input type="checkbox"/>	219 – PUEBLO
<input type="checkbox"/>	<input type="checkbox"/>	405 – BRUSH	<input type="checkbox"/>	<input type="checkbox"/>	411 – FORT MORGAN	<input type="checkbox"/>	<input type="checkbox"/>	361 – RIFLE
<input type="checkbox"/>	<input type="checkbox"/>	552 – BUENA VISTA	<input type="checkbox"/>	<input type="checkbox"/>	817 – FRISCO/DILLON	<input type="checkbox"/>	<input type="checkbox"/>	839 – ROCKY FORD
<input type="checkbox"/>	<input type="checkbox"/>	106 – BURLINGTON	<input type="checkbox"/>	<input type="checkbox"/>	311 – GLENWOOD SPGS	<input type="checkbox"/>	<input type="checkbox"/>	840 – SALIDA
<input type="checkbox"/>	<input type="checkbox"/>	204 – CANON CITY	<input type="checkbox"/>	<input type="checkbox"/>	818 – GOLDEN	<input type="checkbox"/>	<input type="checkbox"/>	842 – SECURITY
<input type="checkbox"/>	<input type="checkbox"/>	107 – CASTLE ROCK	<input type="checkbox"/>	<input type="checkbox"/>	312 – GRAND JCT	<input type="checkbox"/>	<input type="checkbox"/>	363 – STEAMBOAT SPGS
<input type="checkbox"/>	<input type="checkbox"/>	807 – CENTRAL CITY	<input type="checkbox"/>	<input type="checkbox"/>	819 – GREELEY	<input type="checkbox"/>	<input type="checkbox"/>	432 – STERLING
<input type="checkbox"/>	<input type="checkbox"/>	205 – COLORADO SPGS	<input type="checkbox"/>	<input type="checkbox"/>	313 – GUNNISON	<input type="checkbox"/>	<input type="checkbox"/>	846 – THORNTON
<input type="checkbox"/>	<input type="checkbox"/>	808 – COMMERCE CITY	<input type="checkbox"/>	<input type="checkbox"/>	821 – HOMELAKE	<input type="checkbox"/>	<input type="checkbox"/>	223 – TRINIDAD
<input type="checkbox"/>	<input type="checkbox"/>	505 – CORTEZ	<input type="checkbox"/>	<input type="checkbox"/>	119 – IDAHO SPRINGS	<input type="checkbox"/>	<input type="checkbox"/>	224 – WALSENBURG
<input type="checkbox"/>	<input type="checkbox"/>	350 – CRAIG	<input type="checkbox"/>	<input type="checkbox"/>	355 – KREMMLING	<input type="checkbox"/>	<input type="checkbox"/>	848 – WESTMINSTER
<input type="checkbox"/>	<input type="checkbox"/>	227 – CROWLEY	<input type="checkbox"/>	<input type="checkbox"/>	214 – LA JUNTA	<input type="checkbox"/>	<input type="checkbox"/>	849 – WHEAT RIDGE
<input type="checkbox"/>	<input type="checkbox"/>	308 – DELTA	<input type="checkbox"/>	<input type="checkbox"/>	824 – LAKEWOOD			
DENVER			<input type="checkbox"/>	<input type="checkbox"/>	215 – LAMAR			
<input type="checkbox"/>	<input type="checkbox"/>	812 – DOWNTOWN	<input type="checkbox"/>	<input type="checkbox"/>	317 – LEADVILLE			
<input type="checkbox"/>	<input type="checkbox"/>	860 – NORTHEAST	<input type="checkbox"/>	<input type="checkbox"/>	123 – LIMON			
<input type="checkbox"/>	<input type="checkbox"/>	861 – NORTHWEST	<input type="checkbox"/>	<input type="checkbox"/>	826 – LITTLETON			
<input type="checkbox"/>	<input type="checkbox"/>	844 – SOUTHEAST	<input type="checkbox"/>	<input type="checkbox"/>	422 – LONGMONT			
<input type="checkbox"/>	<input type="checkbox"/>	845 – SOUTHWEST	<input type="checkbox"/>	<input type="checkbox"/>	423 – LOVELAND			

JOB INTEREST CODE: Check the appropriate box(es) if you wish to add or delete a Job Interest Code

		Add	Delete			Add	Delete
B1C1TX	Accounting Tech I	<input type="checkbox"/>	<input type="checkbox"/>	G3A4XX	Admin Assistant III	<input type="checkbox"/>	<input type="checkbox"/>
B1C2XX	Accounting Tech II	<input type="checkbox"/>	<input type="checkbox"/>	G3C1IX	Library Tech Intern	<input type="checkbox"/>	<input type="checkbox"/>
G3A1IX	Admin Asst Intern	<input type="checkbox"/>	<input type="checkbox"/>	G3F1TX	Sales Assistant I	<input type="checkbox"/>	<input type="checkbox"/>
G3A2TX	Admin Asst I	<input type="checkbox"/>	<input type="checkbox"/>	D8B1TX	Custodian I	<input type="checkbox"/>	<input type="checkbox"/>
G3A3XX	Admin Asst II	<input type="checkbox"/>	<input type="checkbox"/>	D8C1TX	Dining Services I	<input type="checkbox"/>	<input type="checkbox"/>

CERTIFICATION: I certify that I possess the experience, education and/or licenses required for the jobs for which I am applying. I certify that all the statements made on this update form are true, complete and correct to the best of my knowledge and are made in good faith. I understand that I must be a resident of Colorado to apply for the jobs listed above. I understand that I may NOT be considered for jobs with the State of Colorado and/or may be removed from a job after hire if it is found that information on this update form was falsified or untrue. If requested, I can and will supply documentation that will confirm that the entries made on this update form are true and correct.

Signature (An unsigned form may not be considered.)

Date

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