

PERSONAL DATA SUMMARY SHEET

(The original copy must be submitted to the Human Resources. Retain a copy for your records.)

TITLE OF JOB FAMILY AND LEVEL FOR WHICH CERTIFICATION IS REQUESTED: Transportation Specialist VI

NAME: Smith Last Jerry First Date Middle **SSN:** 139973

PHONE NUMBER(S) WHERE YOU MAY BE CONTACTED BETWEEN 7:30 A.M. & 4:30 P.M. TO SCHEDULE INTERVIEW: (405) 522-4920

INFORMATION ON THIS FORM IS SUBJECT TO VERIFICATION.

Education	Name	Location	Dates Attended	Hours Completed	Hours Completed or Degrees and Majors
High School	Crescent High School	Crescent, Oklahoma	1977-1981	9th-12th	H.S. Diploma
College	UCO	Edmond, Oklahoma	1981-82, 1986-87	48	B.S. in Education
College	OSU	Stillwater, Oklahoma	1982-86	101	
Other					
Registration, certification or licensure: Type:		Granted By:	Effective Dates:		

QUALIFYING EXPERIENCE: -- (List only jobs that include relevant experience for the proposed Job Family and Level.)

Employer and Location	Position Held	Hours Per Week	Date Employed	Date Separated	Description of Duties
ODOT Materials	Trans. Spec. VI	40	1/11/2014		Review data for acceptance, supervise and train employees on test procedures, help in the training of EIT's, maintain and verify equipment, submit and authorize test results in Sitemanage, oversee special projects including AMRL, OMRL, etc., test release agents and anti-strip additives, prepare PMP's and sign A9's.
ODOT Materials	Trans. Spec. VI (Acting)	40	10/1/13	1/11/2014	Review data for acceptance, supervise and train employees on test procedures, help in the training of EIT's, maintain and verify equipment, submit and authorize test results in SiteManager, oversee special projects including AMRL, OMRL, etc., test release agents and anti-strip additives, prepare PMP's, and sign A9's.
ODOT Materials	Trans. Spec. IV	40	1/1/00	10/1/13	Help plan and organize all lab testing, work on special projects, OMRL testing, Hamburg rut testing, TSR testing, gyratory verifications, train new personnel, referee testing, AMRL testing, place data into SiteManager.

Title 21 O.S. Section 358: "It shall be unlawful for any person applying for employment with the State of Oklahoma to make a materially false, fictitious or fraudulent statement or representation on an application, knowing such statement or representation to be materially false, fictitious or fraudulent. A violation of this subsection shall be punished as provided in subsection B of Section 359 of this title."
I certify, subject to the penalties provided by law, that all information listed above is correct to the best of my knowledge.

DATE: _____

Signature of Employee _____

I authorize the hiring agency to review and photocopy any and all of my performance evaluations for their consideration in this hiring decision. _____

Signature of Employee _____