

To be considered, this completed questionnaire and your current application must be on file or received in Nebraska State Personnel, wrk4neb@notes.state.ne.us, 301 Centennial Mall South, P.O. Box 94905, Lincoln, NE 68509-4905 or postmarked by **August 10, 2007**

IT Data Management Specialist

#12-73105

STATE TREASURER

Supplemental Questionnaire

NAME: _____

SOCIAL SECURITY NUMBER: _____

INSTRUCTIONS: This supplemental application is meant to help you provide additional information about your experience and abilities. It is your opportunity to expand on what you know and can do in relation to the IT Data Management Specialist position. Be sure to include paid experience, formal training and/or education, volunteer experience, internships, and/or practicum experience. For each question, circle the letter that best describes your experience, coursework/training, or willingness. Indicate where you obtained or applied the experience or coursework in the "Place" section and the "Explain" section allows you to elaborate on this experience, coursework/training, or willingness. Add extra paper if needed but your name and Social Security number should be on each sheet you submit.

The "Place" and "Explain" sections MUST be completed for your questionnaire to be considered.

No item on this form is intended to have you provide information that would indicate your race, color, ethnic group, national origin, religion, sex, age, marital status, political persuasion, or any physical or mental disability. Applicants who need accommodation in the selection process should request this in advance. The words "ability" and "experience" in this questionnaire refer in all cases to ability or experience with or without reasonable accommodation for disabilities recognized under the Americans with Disabilities Act (ADA) of 1990.

Be sure that any information you give can be documented on your application or resume and you are prepared to discuss and elaborate upon the information in this supplemental application in the event that you are selected for an interview. Your employment application will not be complete without submission of this supplemental questionnaire. Omitting information or submitting false information in this Supplemental Questionnaire and the Application for Employment will be sufficient reason for rejection of the application or termination of employment.

E-mail Address: _____

Please circle the letter that most appropriately describes your level of experience, education, or willingness.

1. Working in database administration.

- A. No Experience
- B. Less than one year of experience
- C. 1 to 2 years of experience performing this task on a regular basis
- D. More than 2 years of experience performing this task on a regular basis

Place:

Explain:

2. Working in project management.

- A. No Experience
- B. Less than one year of experience
- C. 1 to 2 years of experience performing this task on a regular basis
- D. More than 2 years of experience performing this task on a regular basis

Place:

Explain:

3. Education in database administration.

- A. No education or coursework
- B. 6 semester hours or the equivalent of coursework in this area
- C. 12 semester hours or the equivalent of coursework in this area
- D. An associates degree or more than 60 semester hours with an emphasis in this area

Place:

Explain:

4. Working in application development and testing using C/C++.

- A. No Experience
- B. Less than one year of experience
- C. 1 to 2 years of experience performing this task on a regular basis
- D. More than 2 years of experience performing this task on a regular basis

Place:

Explain:

5. Performing daily work-flow management.

- A. No Experience
- B. Less than one year of experience
- C. 1 to 2 years of experience performing this task on a regular basis
- D. More than 2 years of experience performing this task on a regular basis

Place:

Explain:

6. Research and technical writing.

- A. No Experience
- B. Less than one year of experience
- C. 1 to 2 years of experience performing this task on a regular basis
- D. More than 2 years of experience performing this task on a regular basis

Place:

Explain:

7. Software support, and resolving software related problems.

- A. No Experience
- B. Less than one year of experience
- C. 1 to 2 years of experience performing this task on a regular basis
- D. More than 2 years of experience performing this task on a regular basis

Place:

Explain:

8. Using a computer with email and word processing and spreadsheet software (Under "Explain" please describe your proficiency level and the functions you have used in these software programs. Be sure to mention if you used a PC with Outlook, Word, or Excel).

- A. No Experience
- B. Less than one year of experience
- C. 1 to 2 years of experience performing this task on a regular basis
- D. More than 2 years of experience performing this task on a regular basis

Place:

Explain:

9. Working with SQL Server 2000 and writing transact-SQL queries.

- A. No Experience
- B. Less than one year of experience
- C. 1 to 2 years of experience performing this task on a regular basis
- D. More than 2 years of experience performing this task on a regular basis

Place:

Explain:

10. Working with Crystal Reports in conjunction with a SQL Server 2000 database.

- A. No Experience
- B. Less than one year of experience
- C. 1 to 2 years of experience performing this task on a regular basis
- D. More than 2 years of experience performing this task on a regular basis

Place:

Explain:

11. Working with Microsoft or Borland's Interactive Development Environment for C/C++ developing Windows applications.

- A. No Experience
- B. Less than one year of experience
- C. 1 to 2 years of experience performing this task on a regular basis
- D. More than 2 years of experience performing this task on a regular basis

Place:

Explain:

12. Working with internal customers, vendors and other State agencies on a daily basis.

- A. No Experience
- B. Less than one year of experience
- C. 1 to 2 years of experience performing this task on a regular basis
- D. More than 2 years of experience performing this task on a regular basis

Place:

Explain:

13. **Have good attendance, be punctual and dependable, wear business attire, and be professional.**

- A. Not willing (Explain how else you intend to meet these requirements of the job)
- B. Willing to do this if required
- C. Always willing and happy to do this

Explain: