

To be considered, your application and this Questionnaire must be received in Nebraska State Personnel, Mall Level, 301 Centennial Mall South, P.O. Box 94905, Lincoln, NE, 68509-4905, or be postmarked by **March 23, 2009.**

NEBRASKA DEPARTMENT OF REVENUE
ATTORNEY III
#16-08005R, LEGAL (Lincoln and/or Omaha)
Supplemental Questionnaire

Applicant Name: _____

Social Security Number: _____

TERMS AND CONDITIONS OF EMPLOYMENT

Compensation

- This position is covered by State Personnel's Rules and Regulations. If you are selected for this position and offered employment, it will be at the rate of \$56,333 annually. Are you willing to accept that rate of pay? Yes _____ No _____ Explain: _____

Job Requirements

- You will serve a six-month original probation period. You must meet the performance expectations of the position in order to continue employment. During the probation, your employment can be terminated without cause.
- You must be able to perform the essential functions of this job as described with or without reasonable accommodation.
- Are you willing and able to maintain regular, predictable attendance as an essential function of this job? ___ Yes ___ No Explain: _____
- Are you willing and able to be and remain current in your state, local and federal tax filing and payment obligations? ___ Yes ___ No Explain: _____
- You cannot perform tax preparation or consultation work for others (with certain exceptions) while you are an employee of the Department of Revenue. Are you willing and able to meet this requirement? ___ Yes ___ No Explain: _____

Background Checks

- Any offer of employment will be made contingent on the outcome of our review of your background. Qualified applicants must possess a record that demonstrates: compliance with laws, rules, policies, and procedures; honesty; successful working relationships; regular and predictable attendance; and successful performance of duties.
- Your application must be complete and current. Any omission of information or inaccuracies regarding convictions, employment, or education will affect your chances of employment. Previous employment or criminal problems are not an automatic bar to employment but omissions and inaccuracies generally are.
- Checks that will be conducted:
 - Education Records. If used as a basis for your selection, original transcripts will be requested.
 - Employment Records. Dates of employment, duties held, eligibility for rehire, and attendance will be confirmed. Let us know in the "Additional Information" section if you do not want us to contact your current employer without first contacting you.
 - Criminal Record. New employees will be fingerprinted and checked through a national database.
 - Driving Record – if driving on the job is required, an accumulation of 6 or more points within the previous 24 months will result in a more in-depth review.
 - Tax Records.

4. Describe any professional experience that you have in the areas of accounting and finance, or in reviewing audit and financial records.

5. Please describe any experience you have in researching federal and/or State tax issues.

I understand that this Questionnaire is part of my application for this position, and is subject to all the terms and conditions on the Application for Employment, including rejection of the application or disciplinary action if false information is found to have been provided. Your application for this position will not be considered until the signed Questionnaire is returned to Nebraska State Personnel by **March 23, 2009.**

Signature: _____ Date: _____