To be considered, your responses to this questionnaire and your current application form must be on file, received, or postmarked by January 12, 2009.

**Chemist I**
**18-04211**
**AGRICULTURE**
**Self-Report Questionnaire**

Name: _____

Social Security Number: _____

This questionnaire is meant to help you provide additional information about your background. It is your chance to tell us what you know and can do in relation to this job. You will be evaluated on your experience and training. The evaluation is based on your responses to the items below. Be sure to include personal life and volunteer experience as well as paid experience and formal training. Please be as accurate as you can. False information may lead to dismissal. **You do not need to have all the training and experience that is listed on this form to be considered for this position, but you need to show what you have.** Read through the whole form before you start to fill it out. Applicants who need accommodation in the scoring process should request this in advance.

Check or write out the appropriate answers for you on the Checklist. **Training** refers to formal coursework you have had, and may include workshops, seminars, scheduled in-service training, or one-day courses, as well as college, university, or technical school courses. **Experience** may be paid work experience, volunteer work experience, or personal life experience, but NOT part of education or training. **Years** or other units of experience refer to full-time, 40-hour work weeks or the equivalent in work hours. A year of full-time experience is equivalent to 2,080 work hours.

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. 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 American with Disabilities Act (ADA) of 1990.

**Be sure that each answer you give or check is documented on your application form.** If you have already submitted your application, write the additional information and your name and social security number on a sheet of paper, and turn it in to be used as part of your application form. **Please call (402) 471-4463, if you have any questions about this questionnaire or on adding information to your application.**

**Your application for this position will not be considered complete until this Checklist is returned to:**

**Nebraska State Personnel**
**301 Centennial Mall South**
**P. O. Box 94905**
**Lincoln, NE 68509-4905**

I. The Chemist I must know laboratory procedures and be able to perform laboratory work in order to help carry out screening analyses of feeds and fertilizers for compliance with guarantees. Such procedures include the chemical and microscopic analysis of laboratory samples.

**A. (After each item, check the blank that <u>best</u> applies to you) I have <u>no</u> coursework or training, <u>some</u> coursework/training, <u>12</u> semester hours (four college courses or 160 hours of work-time training); or an associate or higher degree in:**

1. Chemistry.
___(a) No ___(b) Some ___(c) 12 Hours ___(d) Degree

2. Biochemistry or microbiology.
___(a) No ___(b) Some ___(c) 12 Hours ___(d) Degree

3. Life or biological sciences.
___(a) No ___(b) Some ___(c) 12 Hours ___(d) Degree

4. Other laboratory sciences.
___(a) No ___(b) Some ___(c) 12 Hours ___(d) Degree

5. Mathematics.
___(a) No ___(b) Some ___(c) 12 Hours ___(d) Degree

6. Personal computers.
___(a) No ___(b) Some ___(c) 12 Hours ___(d) Degree

**B. (After each item, check the blank that <u>best</u> applies to you) I have <u>no</u> experience or coursework/training, <u>some</u> experience or coursework/training, <u>six months to two years</u> of experience or coursework/training, or <u>two or more</u> years of experience involving:**

7. Working in a general scientific laboratory.
___(a) No ___(b) Some ___(c) 6 Months ___(d) 2 or More

8. Working in a chemistry laboratory.
___(a) No ___(b) Some ___(c) 6 Months ___(d) 2 or More

9. Conducting chemical analysis using beakers, flasks, and other laboratory glassware.
___(a) No ___(b) Some ___(c) 6 Months ___(d) 2 or More

10. Washing beakers, flasks, and other laboratory glassware.
___(a) No ___(b) Some ___(c) 6 Months ___(d) 2 or More

11. Preparing samples for chemical testing or analysis.
___(a) No ___(b) Some ___(c) 6 Months ___(d) 2 or More

12. Splitting or grinding test materials.
___(a) No ___(b) Some ___(c) 6 Months ___(d) 2 or More

13. Using a grinder--such as a Knifetech Mill, Stein Mill, Centrifugal Mill, Romer Mill--or mini grinders.
___(a) No ___(b) Some ___(c) 6 Months ___(d) 2 or More

14. Using a sample riffler to split samples.
___(a) No ___(b) Some ___(c) 6 Months ___(d) 2 or More

15. Using an analytical, top-loading, or triple beam balance to weigh or measure materials.
___(a) No ___(b) Some ___(c) 6 Months ___(d) 2 or More

16. Recording sample weights.
___(a) No ___(b) Some ___(c) 6 Months ___(d) 2 or More

17. Preparing various chemical reagents used in analysis.
___(a) No ___(b) Some ___(c) 6 Months ___(d) 2 or More

18. Standardizing titration solutions.
___(a) No ___(b) Some ___(c) 6 Months ___(d) 2 or More

19. Analyzing samples using wet chemical assays.
___(a) No ___(b) Some ___(c) 6 Months ___(d) 2 or More

20. Analyzing samples using instrumental analysis.
___(a) No ___(b) Some ___(c) 6 Months ___(d) 2 or More

21. Performing routine instrument calibrations using standard solutions.
___(a) No ___(b) Some ___(c) 6 Months ___(d) 2 or More

22. Entering data and performing calculations on a computer spreadsheet.
___(a) No ___(b) Some ___(c) 6 Months ___(d) 2 or More

23. Performing various laboratory procedures, such as:

a. Digestion.
___(a)No ___(b)Some ___(c)6 Months ___(d)2 or More

b. Extraction.
___(a)No ___(b)Some ___(c)6 Months ___(d)2 or More

c. Filtration.
___(a)No ___(b)Some ___(c)6 Months ___(d)2 or More

d. Titration
___(a)No ___(b)Some ___(c)6 Months ___(d)2 or More

e. Spectrophotometric determination.
___(a)No ___(b)Some ___(c)6 Months ___(d)2 or More

f. Gravimetric determination.
___(a)No ___(b)Some ___(c)6 Months ___(d)2 or More

24. Using a low-power stereo microscope.
___(a) No ___(b) Some ___(c) 6 Months ___(d) 2 or More

25. Using a high-power compound microscope.
___(a) No ___(b) Some ___(c) 6 Months ___(d) 2 or More

26. Working with test equipment or sensitive instrumentation.
___(a) No ___(b) Some ___(c) 6 Months ___(d) 2 or More

27. Using a nitrogen combustion analyzer.
___(a) No ___(b) Some ___(c) 6 Months ___(d) 2 or More

28. Using a UV/Visible spectrophotometer.
___(a) No ___(b) Some ___(c) 6 Months ___(d) 2 or More

29. Using a pH meter.
___(a) No ___(b) Some ___(c) 6 Months ___(d) 2 or More

30. Using a millivolt meter.
___(a) No ___(b) Some ___(c) 6 Months ___(d) 2 or More

31. Using a hot plate.
___(a) No ___(b) Some ___(c) 6 Months ___(d) 2 or More

32. Using a block digester.
___(a) No ___(b) Some ___(c) 6 Months ___(d) 2 or More

33. Using a fume hood.
___(a) No ___(b) Some ___(c) 6 Months ___(d) 2 or More

34. Using a manual volumetric pipette.
___(a) No ___(b) Some ___(c) 6 Months ___(d) 2 or More

35. Using pipette bulbs.
___(a) No ___(b) Some ___(c) 6 Months ___(d) 2 or More

36. Using a micropipette.
___(a) No ___(b) Some ___(c) 6 Months ___(d) 2 or More

37. Using a repipetter.
___(a) No ___(b) Some ___(c) 6 Months ___(d) 2 or More

38. Using an auto pipette or automatic pipetting machine.
___(a) No ___(b) Some ___(c) 6 Months ___(d) 2 or More

39. Using a pipette washer or dryer.
___(a) No ___(b) Some ___(c) 6 Months ___(d) 2 or More

40. Using a buret.
___(a) No ___(b) Some ___(c) 6 Months ___(d) 2 or More

41. Using a blender, food processor, or homogenizer.
___(a) No ___(b) Some ___(c) 6 Months ___(d) 2 or More

42. Using a vortex to mix samples.
___(a) No ___(b) Some ___(c) 6 Months ___(d) 2 or More

43. Using water immersion or wrist action shakers.
___(a) No ___(b) Some ___(c) 6 Months ___(d) 2 or More

44. Using an ultrasonic water bath.
___(a) No ___(b) Some ___(c) 6 Months ___(d) 2 or More

45. Using a heated water bath.
___(a) No ___(b) Some ___(c) 6 Months ___(d) 2 or More

46. Drying standards for analytical use.
___(a) No ___(b) Some ___(c) 6 Months ___(d) 2 or More

47. Using a laboratory oven.
___(a) No ___(b) Some ___(c) 6 Months ___(d) 2 or More

48. Using a desiccator.
___(a) No ___(b) Some ___(c) 6 Months ___(d) 2 or More

49. Using a thermometer or timer.
___(a) No ___(b) Some ___(c) 6 Months ___(d) 2 or More

50. Handling and disposing of chemical wastes.
___(a) No ___(b) Some ___(c) 6 Months ___(d) 2 or More

51. Performing job-related scientific tasks with accuracy and good technique.
___(a) No ___(b) Some ___(c) 6 Months ___(d) 2 or More

52. Performing quality assurance tasks.
___(a) No ___(b) Some ___(c) 6 Months ___(d) 2 or More

53. Checking balance accuracy using calibrated weights.
___(a) No ___(b) Some ___(c) 6 Months ___(d) 2 or More

**C. The following narrative describes and explains my laboratory experience or coursework, including the items I have checked above (BE SURE TO COMPLETE THIS PORTION OF THE QUESTIONNAIRE. *Add more paper if necessary)*:**

II. The person in this position must be able to interact and communicate with others in performing skilled scientific work.

**A. (After each item, check the blank that <u>best</u> applies to you) I have <u>no</u> experience or training, <u>some</u> experience or training, <u>six months</u> of experience, or <u>a year or more</u> of experience involving:**

54. Working with others on a daily basis.
___(a) No ___(b) Some ___(c)6 Months ___(d) 1 Year

55. Communicating with supervisors and coworkers on a daily basis.
___(a) No ___(b) Some ___(c) 6 Months ___(d) 1 Year

56. Using a Word Processing program to prepare correspondence or reports.
___(a) No ___(b) Some ___(c) 6 Months ___(d) 1 Year

57. Preparing worksheets or computer spreadsheets.
___(a) No ___(b) Some ___(c) 6 Months ___(d) 1 Year

58. Maintaining records of laboratory data.
___(a) No ___(b) Some ___(c) 6 Months ___(d) 1 Year

59. Mathematical calculations or computations.
___(a) No ___(b) Some ___(c) 6 Months ___(d)1 Year

60. Using a calculator.
___(a) No ___(b) Some ___(c) 6 Months ___(d) 1 Year

61. Using an IBM compatible computer and printer.
___(a) No ___(b) Some ___(c) 6 Months ___(d) 1 Year

**B. The following narrative describes and explains my experience or coursework in scientific communication and interaction, including the items I have checked above (BE SURE TO COMPLETE THIS PORTION OF THE QUESTIONNAIRE. *Add more paper if necessary)*:**

III. The Chemist I must be **willing** to perform accurate and timely work while interacting and communicating with others in performing skilled scientific work.

**A. (Check <u>each</u> blank that applies to you) I am willing and able to:**

___62. Work with computers or computerized equipment on a routine basis.

___63. Perform job-related scientific tasks with accuracy and good technique.

___64. Work with toxic agents or chemicals, including explosive combinations.

___65. Work in the presence of unpleasant heat, noise, and odors.

___66. Work in the presence of dust and with procedures and equipment that may create dust in the air.

___67. Work with wet materials that may chap hands, are slippery or messy, or may lead to electrical shock.

___68. Perform delicate or difficult work requiring great concentration with other people in the area.

___69. Perform extensive microscopic analysis of animal feed materials.

**B. (For each item you have NOT checked in items 61 through 68 above, explain how you intend to meet this requirement of the job):**