

Name: \_\_\_\_\_

Social Security Number: \_\_\_\_\_

To be considered, your current application and this completed questionnaire must be on file or received in Nebraska State Personnel, wrk4neb.dasper@nebraska.gov, 301 Centennial Mall South, P.O. Box 94905, Lincoln, NE 68509-4905, or postmarked by **December 1, 2008**.

**SUPPLEMENTAL QUESTIONNAIRE  
NDEQ Programs Specialist, #84-12231-5 – Norfolk Field Office**

**1. Education (Check all that apply)**

Major Area	Course Work	Degree Received	
		Bachelors	Masters
Agronomy			
Environmental Science			
Life Science			
Physical Science			
Natural Resources			
Biology			
Chemistry			
Geology			
Biological Systems			
Engineering			
Civil Engineering			
Environmental Engineering			
Related field (specify):			

*Note: If you are scheduled for an interview, please bring a copy of your college transcripts to support your answers above.*

**2. Computer Skills and Software**

	Check if Training Taken	Frequency of Use (check one)		
		Daily	Weekly	Less than Monthly
Microsoft Word				
Microsoft Excel				
Microsoft PowerPoint				
Arc view				
Microsoft Outlook				
E-mail				
Searching the Web				
Other Software (please list below)				

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### 3. Professional Work Experience

	<b>Years of Experience</b> (Circle number completed)					
<b>Environmental Laws</b>						
Writing, interpreting environmental laws/ordinances	0	0.5	1	2	5	5+
Enforcing environmental laws, ordinances, and regulations	0	0.5	1	2	5	5+
Other: _____	0	0.5	1	2	5	5+
<b>Environmental Regulations</b>						
Writing environmental compliance reports	0	0.5	1	2	5	5+
Auditing/inspecting for environmental compliance	0	0.5	1	2	5	5+
Investigating complaints of environmental pollution	0	0.5	1	2	5	5+
Writing environmental permits	0	0.5	1	2	5	5+
Other: _____	0	0.5	1	2	5	5+
<b>Environmental Standards</b>						
Laboratory experience in environmental testing	0	0.5	1	2	5	5+
Environmental sampling (water, air, waste, soil)	0	0.5	1	2	5	5+
Operating pollution control equipment Type: _____	0	0.5	1	2	5	5+
Other: _____	0	0.5	1	2	5	5+
<b>Waste Water Treatment Experience</b>						
Managing a waste water treatment plant	0	0.5	1	2	5	5+
Environmental monitoring/recordkeeping for waste water treatment	0	0.5	1	2	5	5+
Other: _____	0	0.5	1	2	5	5+

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#### 4. Direct Work Experience

	<b>Years of Experience</b> (Circle number completed)					
Public speaking	0	0.5	1	2	5	5+
Writing, editing and producing paper reports, letters, memorandum	0	0.5	1	2	5	5+
Writing, editing electronic documents including e-mail	0	0.5	1	2	5	5+
Digital photography	0	0.5	1	2	5	5+
Reading and interpreting technical documents, permits, government fact sheets/guidance	0	0.5	1	2	5	5+
Working with teams, committees or coordinating with other staff	0	0.5	1	2	5	5+
Working with customers/public	0	0.5	1	2	5	5+
Other: _____	0	0.5	1	2	5	5+

**This position requires 50% automotive travel and a valid driver's license or the ability to provide independent authorized transportation. Drivers must provide the following information:**

**Driver's license: State: \_\_\_\_\_ Driver's License Number: \_\_\_\_\_**

**5. This position is located in North Platte, Nebraska. Are you willing to:**

- a. Report to work in North Platte, NE?    YES \_\_\_\_\_    No \_\_\_\_\_
- b. Travel half the time?                    YES \_\_\_\_\_    No \_\_\_\_\_
- c. Travel overnight each month?        YES \_\_\_\_\_    No \_\_\_\_\_
- d. Work outdoors in various conditions? YES \_\_\_\_\_    No \_\_\_\_\_
- e. Climb embankments and ladders?     YES \_\_\_\_\_    No \_\_\_\_\_
- f. Walk on uneven terrain?                YES \_\_\_\_\_    No \_\_\_\_\_

**For each item above, a-f, that you did not check, explain how else you intend to meet that requirement of the job: \_\_\_\_\_**

#### 6. Additional Information

On a separate page, describe the additional skills, experience, or professional qualities you possess that make you a good candidate for this position. *(Remember to complete this portion of the questionnaire.)*