

General Government Transition Pool (GGTP)

Application

Please provide your skills, experiences, and job interests to help us best match you with suitable positions. **Also, ensure your contact information is current with HR.** Submit the completed form to LAYOFFandGGTP@des.wa.gov.

About You

Name: _____

Personnel ID: _____

Address: _____

City: _____

State, Zip: _____

Email: _____

Work Phone: _____

Home Phone: _____

Agency: _____

Current Job Class: _____

Current Pay Range: _____

Lowest Acceptable Pay Range: _____

Your Employment Preferences

Counties where you are willing to work

- | | | |
|--|---|---|
| ☐ Adams County (01) | ☐ Clark County (06) | ☐ Franklin County (11) |
| ☐ Asotin County (02) | ☐ Columbia County (07) | ☐ Garfield County (12) |
| ☐ Benton County (03) | ☐ Cowlitz County (08) | ☐ Grant County (13) |
| ☐ Chelan County (04) | ☐ Douglas County (09) | ☐ Grays Harbor County (14) |
| ☐ Clallam County (05) | ☐ Ferry County (10) | ☐ Island County (15) |

Counties where you are willing to work continued on the next page...

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...Counties where you are willing to work continued from the previous page.

- | | | |
|--|--|---|
| ☐ Jefferson County (16) | ☐ Okanogan County (24) | ☐ Stevens County (33) |
| ☐ King County (17) | ☐ Pacific County (25) | ☐ Thurston County (34) |
| ☐ Kitsap County (18) | ☐ Pierce County (27) | ☐ Wahkiakum County (35) |
| ☐ Kittitas County (19) | ☐ San Juan County (28) | ☐ Whatcom County (37) |
| ☐ Klickitat County (20) | ☐ Skagit County (29) | ☐ Whitman County (38) |
| ☐ Lewis County (21) | ☐ Skamania County (30) | ☐ Yakima County (39) |
| ☐ Lincoln County (22) | ☐ Snohomish County (31) | ☐ Anywhere in the State (40) |
| ☐ Mason County (23) | ☐ Spokane County (32) | |

Affirmative action information (voluntary)

- | | | |
|---|--|---|
| ☐ American Indian or Alaska Native | ☐ Hispanic or Latino | ☐ Person with Disability |
| ☐ Asian | ☐ Male | ☐ Veteran |
| ☐ Black or African American | ☐ Middle Eastern or North African | ☐ Vietnam Veteran |
| ☐ Disabled Veteran | ☐ Native Hawaiian or Pacific Islander | ☐ White |
| ☐ Female | | ☐ X |

Education

- | | |
|---|---|
| ☐ Associate Degree | ☐ Some college (E02) How many years? |
| ☐ High School or GED (E01) | <input type="text"/> |

Bachelor Degrees

- | | |
|---|---|
| ☐ Business/Public Management (E05) | ☐ Finance (E06) |
| ☐ Computer Science (E08) | ☐ General Studies/Liberal Arts (E03) |
| ☐ Criminal Justice (E07) | ☐ Natural Sciences (E10) |
| ☐ Engineering Technology (E11) | ☐ Social Sciences (E04) |
| ☐ Environmental (E09) | |

Education continued on the next page...

...Education continued from the previous page.

Natural Sciences

- | | |
|---|---|
| ☐ Agricultural Sciences (04) | ☐ Chemistry (06) |
| ☐ Biology (02) | ☐ Forestry (05) |
| ☐ Botany (03) | ☐ Geology (01) |

Engineering Technology

- | | | |
|---|---|---|
| ☐ Aeronautical (E25) | ☐ Environment (E29) | ☐ Mechanical (E26) |
| ☐ Civil (E22) | ☐ Geotechnical (E27) | ☐ Structural (E23) |
| ☐ Electrical (E24) | ☐ Marine (E30) | ☐ Traffic (E28) |

Advanced Degrees

- | | | |
|--|---|------------------------------------|
| ☐ Accounting (E21) | ☐ Master's Natural Science (E16) | ☐ MSW (E14) |
| ☐ D.Ed (E20) | ☐ Master's-General Studies (E12) | ☐ PhD (E18) |
| ☐ JD (E19) | ☐ MBA/MPA (E15) | |
| ☐ Master's Computer Science (E17) | | |

Certification/Licensure

- | | | |
|---------------------------------------|---|---|
| ☐ C03 RN (C03) | ☐ MD (C01) | ☐ Psychologist (C05) |
| ☐ CDL (C10) | ☐ PE (C07) | ☐ Teaching Certificate (C09) |
| ☐ DDS (C02) | ☐ Pharmacist (C08) | |
| ☐ LPN (C04) | ☐ Psychiatrist (C06) | |

Language Skills

(Read, Write, Understand or Speak Fluently)

- | | | |
|---|---|---|
| ☐ American Sign Language (L15) | ☐ Hmong (L09) | ☐ Spanish (L01) |
| ☐ Cambodian (L05) | ☐ Japanese (L11) | ☐ Tagalog (L02) |
| ☐ Cantonese (L04) | ☐ Korean (L10) | ☐ Thai (L06) |
| ☐ Chinese (L03) | ☐ Laotian (L07) | ☐ Vietnamese (L08) |
| ☐ Hindi (L14) | ☐ Romanian (L13) | |
| | ☐ Russian (L12) | |

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Alternative Work Shift Willing to Accept (S33)

- | | |
|--|--|
| ☐ Flexible/Hybrid | ☐ Remote Optional |
| ☐ Graveyard (02) | ☐ Rotating (03) |
| ☐ Remote Only | ☐ Swing (01) |

Willing To (S34)

- | | |
|--|--|
| ☐ Accept Part-Time Positions | ☐ Travel (02) |
| ☐ Accept Project Positions (01) | ☐ Undergo a Background Check (03) |
| ☐ Accept Temporary Positions | |

Skills and Work Experience

Indicate years of experience by skill and experience field.

S01 Clerical/Secretarial

Typing (01)

Multi Lines (03)

Legal Terminology (06)

Filing (02)

Word Processing (04)

Proofreading/Editing (07)

Medical Terminology (05)

Information Technology (S03)

Computer Operator (01)

Hard/Software Installation (03)

Analyst/Programmer (05)

Information Manager (02)

Data Entry (04)

Hardware Specialist (06)

Skills and Work Experience continued on the next page...

...Skills and Work Experience continued from the previous page.

Software Specialist (07) 	Information Consultant (09) 	Mainframe Network (11)
Telecommunication (08) 	.NET (10) 	

Research and Statistics (S04)

Statistics (01)

Economic Analysis (03)

Research (02)

Social Sciences Research/Statistical Analysis (04)

Retail Store Operations (S05)

Retail Clerk (01)

Cashier (02)

Administrative/Business Management (S06)

Telecommunications (01)

Policy Analyst (04)

Office Manager (07)

Administrations (02)

Mail Services (05)

Executive Assistant (08)

Customer Service (03)

Forms/Records (06)

Supervision (09)

Skills and Work Experience continued on the next page...

...Skills and Work Experience continued from the previous page.

Accounting, Auditing, Budgeting, Taxation (S07)

Bookkeeping (01)

Auditor (05)

Securities and Investments (09)

Accounting (02)

Insurance (06)

Payroll (10)

Budgeting (03)

Real Estate (07)

Fiscal Analysis (04)

Collections (08)

Real Estate, Property, Appraisal, and Management (S08)

Land Management (01)

Property Appraisal (03)

Sales/Broker (05)

Property Management (02)

Right of Way (04)

Purchasing and Warehousing (S09)

Buyer (01)

Inventory (02)

Warehousing (03)

Training and Personnel (S10)

Training (01)

Affirmative Action (03)

Safety (05)

Personnel (02)

Labor Relations (04)

Skills and Work Experience continued on the next page...

...Skills and Work Experience continued from the previous page.

Education (S11)

Training (01)

Curriculum Development (03)

Teacher (02)

Teacher's Aide (04)

Commerce and Economic Development (S12)

Trade (01)

Marketing (02)

Library (S13)

Librarian (01)

Archaeology, Archives, and Museums (S14)

Library Technician (02)

Graphics, Photography, and Communications (S15)

Guide (01)

Photography (04)

Communications (02)

Graphics (05)

Editing (03)

Corrections (S16)

Custody (01)

Treatment (02)

Skills and Work Experience continued on the next page...

...Skills and Work Experience continued from the previous page.

Social Services (S17)

Social Worker (01)

Vocational Rehabilitation (05)

Counselor (02)

Veterans Services (06)

Developmental Disability (03)

Psychology (07)

Recreation (04)

Juvenile Rehabilitation (08)

Law Enforcement (S18)

Park Enforcement (01)

Radio Communications (05)

Wildlife Enforcement (02)

Liquor Enforcement (06)

Fisheries Enforcement (03)

Correctional Officer (07)

Fingerprinting (04)

Inspection (S19)

Safety Inspection (01)

Food Safety (04)

Industrial Hygiene (07)

Electrical Inspection (02)

Vehicle Inspection (05)

Construction Inspection (03)

Public Health (06)

Skills and Work Experience continued on the next page...

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Agriculture (S20)

Horticulture Inspector (01)

Pesticides (03)

Livestock Inspector (02)

Veterinary (04)

Emergency Services/Energy Conservation (S21)

Emergency Management (01)

Energy (02)

Acknowledgement

All answers and statements are true and complete to the best of my knowledge. I understand that untruthful or misleading answers are cause for removal of my name from the General Government Transition Pool, or dismissal, if employed.

Employee Signature _____ Date_____

Human Resource Representative Signature _____ Date_____

Submit completed form electronically to: LAYOFFandGGTP@des.wa.gov. If you have changes to your preferences or have questions, please email us at this address.