

## TRANSFER EXAMINATION REQUEST FORM STAFF SERVICES ANALYST (GENERAL)

**Privacy Statement:** This information is requested by the Department of Housing and Community Development per State Personnel Board Rule 174. Disclosure of Social Security Number is **required** to verify civil service eligibility for transfer exam. **Submit the completed form either by mail or in person to:**

**Department of Housing and Community Development  
 Attn: SSA Transfer Exam**

**File by Mail:**  
 P.O. Box 952050  
 Sacramento, CA 94252-2050

**File in Person:**  
 2020 W. El Camino Ave Suite 350  
 Sacramento, CA 95833

**NOTE: Do NOT submit a standard State application form STD 678.**

<b>NAME:</b> (Last)	(First)	(M.I.)	<b>SOCIAL SECURITY NUMBER:</b>
<b>MAILING ADDRESS:</b> (Number)			<b>WORK TELEPHONE NUMBER:</b>
(City)	(County)	(State)	(Zip Code)
			<b>HOME TELEPHONE NUMBER:</b>

**PLEASE COMPLETE THE FOLLOWING QUESTIONS**

1. Are you now employed by the Department of Housing & Community Development .....  YES  NO
2. Do you need reasonable accommodation to take a written test? .....  YES  NO  
 (If "Yes", you will be notified to make special arrangements)
3. Location in which you would like to take the exam .....  SACRAMENTO  RIVERSIDE

**ELIGIBILITY FOR LATERAL TRANSFER:** Based on the highest, permanent appointment by examination.

**CURRENT CLASSIFICATION:**

<b>APPLICANT SIGNATURE:</b>	<b>DATE:</b>
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**APPLICANTS – DO NOT USE THE SPACE BELOW – FOR PERSONNEL USE ONLY**

Highest A01 Classification:	Position Number:	Class Code:	Range (if applicable)
Title:	Appointment Date:	Tenure/Time Base:	Eligible for Transfer: <input type="checkbox"/> Yes <input type="checkbox"/> No
PRIOR SSA LIST INQUIRY: <input type="checkbox"/> N/T <input type="checkbox"/> PASSED <input type="checkbox"/> FAILED      DATE:		<input type="checkbox"/> ACCEPTED <input type="checkbox"/> REJECTED	
VERIFIED BY: (Signature)		(Print Name) (Date)	
WRITTEN TEST DATE:	TEST SCORE: <input type="checkbox"/> PASSED <input type="checkbox"/> FAILED		
DATE NOTICES TO APPEAR MAILED:			
DATE SCORE ENTERED ON ECOS:	COMMENTS:		
DATE FINAL RESULTS MAILED:			