

City of Rocklin
Administrative Policy
Veteran's Preference


PURPOSE: This Administrative Policy is intended to establish the procedures, in accordance with Government Code Section 50088 (effective January 1, 2002), to implement a veteran's preference system. The Policy is being revised to grant eligibility to veterans who have served in active duty not only in armed conflicts for which a declaration of war was issued by Congress, but also those conflicts which have been granted campaign or expeditionary medals.

POLICY: The City of Rocklin's revised Veteran's Preference Guidelines are attached and made a part of this policy.

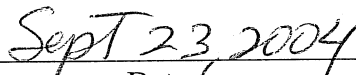
ENFORCEMENT: The Human Resources Manager shall ensure compliance with this policy.

PROMULGATION OF POLICY: This policy will be communicated to all applicants via the City's employment application, the City's Internet website, and verbally upon request. The Human Resources division shall provide a written copy of this policy upon request to any interested party.

APPLICATION: Applicability of this policy is described in the attached Guidelines.



Carlos A. Urrutia, City Manager



Date

CITY OF ROCKLIN
VETERAN'S PREFERENCE GUIDELINES

READ INSTRUCTIONS CAREFULLY BEFORE CLAIMING VETERAN'S PREFERENCE

Veteran's Preference Credit (5 additional points at the written or oral examination level) will be given to eligible candidates that meet ALL of the criteria below.

- A veteran is defined in accordance with California Government Code §18973, which states that a veteran shall mean any person who has been discharged or released from service under conditions other than dishonorable and meets one of the following criteria:
 - Served full time active duty for thirty (30) days or more in the armed forces in time of war or in time of peace in a campaign or expedition for service in which a medal has been authorized by the government of the United States; or
 - Served full time active duty during the period September 16, 1940 to January 31, 1955; or
 - Served full time active duty for at least 181 consecutive days since January 31, 1955
- Candidates applying for Veteran's Preference are required to submit a non-returnable copy of their DD-214 with their employment application. Veterans must submit proof of eligibility for every examination for which Veterans' Preference credit is being requested.
- Candidates who are in the military service at the time of the examination, and who are discharged during the duration of the eligibility list, may apply for Veteran's Points upon discharge. If all of the criteria are met, their rank on the list will be adjusted accordingly. Evidence must be presented to indicate that the candidate was discharged honorably from the military service or under conditions other than dishonorable, bad conduct, or undesirable.
- Candidates must successfully complete the examination process in order to have veteran's points applied to their score.

Veteran's Preference Credit will NOT be given to those candidates who:

- Are competing in a "city employees only" exam, a promotional exam, or for exempt classifications.
- Are retired from the armed forces at or above the rank of Major, or its equivalent.
- Were discharged more than five years prior to the final filing date stated on the job announcement. Exception: Veterans who are declared by the United States Veterans Administration to have a service-connected disability of 30% or more at the time of the examination, if otherwise qualified, shall not be restricted to the five-year limitation.
- Served only in auxiliary or reserve components of the armed forces (Reserves or National Guard), unless it included at least one day of active duty in a regular service during those periods specified above (summer or weekend duty does not apply).