Rockland County
PERSONNEL

APPLICATION REVIEW REQUEST

PURPOSE OF APPLICATION REVIEW

☐ **APPOINTMENT TO A POSITION IN A JURISDICTIONAL CLASS (Non-Competitive, Labor or Exempt) THAT DOES NOT REQUIRE EXAMINATION.**

☐ **HELPS PROGRAM**

☐ **APPOINTMENT AS A PROVISIONAL TO A POSITION IN THE COMPETITIVE CLASS THAT REQUIRES EXAMINATION TO OBTAIN PERMANENT STATUS.** A recent Certification of Eligible Request (within the last 45 days) must have been submitted to the Department of Personnel to request confirmation that there is no active or mandatory eligible list in existence for the specified title.

Position Type: ☐ **Permanent** ☐ **Contingent-Permanent** **Schools ONLY:** ☐ **12 month** ☐ **10 month**

☐ **APPOINTMENT TO A TEMPORARY POSITION** Prior approval from the Commissioner of Personnel must have been requested and received for the position itself.

☐ **COMMENT:** _____

_____

Date: _____

_____

Civil Service Title (must match Job Specification)

_____

Candidate's Name

_____

County Department/Local Jurisdiction

_____ _____

Requestor Name **Title**

☐ **Application has been reviewed & verified that all required fields have been completed in their entirety**

Revised 07/08/2025