CHANGE OF AVAILABILITY FORM

NAME: _________________________________ SSN (Last 4-digits) _________

EXAMINATION TITLE (S): ________________________________________________
_____________________________________________________________________
_____________________________________________________________________

Complete this section only if you are **NOT** interested in receiving notices to report for job interview.
**Withhold my name until: (MM/DD/YY):**
__________________________________________

CHECK THE BOXES BELOW IN EACH CATEGORY FOR WHICH YOU **ARE INTERESTED** IN RECEIVING NOTICES TO REPORT FOR A JOB INTERVIEW.

**Indicate the TYPES OF APPOINTMENT(S) you will accept:**

☐ ANY JOB TYPE  ☐ Intermittent
☐ Full-Time  ☐ Limited (jobs that last for 8 months or less)
☐ Part-Time  ☐ Trainee

**Indicate your AVAILABILITY for the following shifts:**

☐ ANY SHIFT  ☐ Day  ☐ Graveyard  ☐ Rotating  ☐ Swing

**Indicate the GEOGRAPHIC AREAS where you are willing to work:**

☐ ANY LOCATION  ☐ Civic Center
☐ Harbor  ☐ South Central Los Angeles
☐ North Central / Hollywood (Griffith Park)  ☐ West Los Angeles
☐ Westchester/Venice (LAX-Hyperion)  ☐ West San Fernando Valley
☐ East San Fernando Valley  ☐ Boulder Dam
☐ Antelope Valley / Mojave  ☐ Owens Valley
☐ Intermountain Power (Project Utah)  ☐ Ely Nevada
Indicate the DEPARTMENT(S) for which you will accept employment:

- [ ] ANY DEPARTMENT
- [ ] Finance, Office of
- [ ] Aging
- [ ] Fire - Civilian
- [ ] Airports
- [ ] Fire - Sworn
- [ ] Animal Services
- [ ] General Services
- [ ] Building & Safety
- [ ] Harbor
- [ ] Cannabis
- [ ] Housing
- [ ] City Administrative Office
- [ ] Human Relations Commission
- [ ] City Clerk
- [ ] Information Technology Agency
- [ ] City Employees' Retirement
- [ ] Library
- [ ] City Planning
- [ ] Mayor (Executive Department)
- [ ] City Tourism Department
- [ ] Neighborhood Empowerment
- [ ] Civil and Human Rights Department
- [ ] Pensions (Police & Fire)
- [ ] Community Investment for Families
- [ ] Personnel
- [ ] Controller
- [ ] Police - Civilian
- [ ] Council
- [ ] Police - Sworn
- [ ] Cultural Affairs
- [ ] Public Works - Board
- [ ] Department of Water & Power - Joint
- [ ] Public Works - Contract Administration
- [ ] Department of Water & Power - Power
- [ ] Public Works - Engineering
- [ ] Department of Water & Power - Water
- [ ] Public Works - Sanitation
- [ ] Department on Disability
- [ ] Public Works - Street Lighting
- [ ] Economic & Workforce Development
- [ ] Public Works - Street Services
- [ ] El Pueblo De Los Angeles
- [ ] Recreation & Parks
- [ ] Emergency Management
- [ ] Transportation
- [ ] Employee Relations Board
- [ ] Youth Development Department
- [ ] Ethics Commission
- [ ] Zoo
SIGNATURE: ___________________________  DATE: __________________
(Not needed if emailed from e-address listed in your NEOGOV account)

Submit form to Personnel Certification Unit via email to per.certs@lacity.org OR
CITY OF LOS ANGELES
PERSONNEL DEPARTMENT
700 EAST TEMPLE STREET
ROOM 235
LOS ANGELES, CA 90012