



BARGAINING UNITS 12 AND 13 POST AND BID FORM

Instructions: This form shall be completed to bid for positions by **current Department of Motor Vehicles (DMV) employees** who are in the same Bargaining Unit 12 or 13 classification as the vacancy being advertised. This form must be submitted to the Post and Bid Coordinator at **DMVPostandBidCoordinator@dmv.ca.gov** as outlined in the Job Posting by the final filing date.

SECTION 1 — EMPLOYEE INFORMATION

EMPLOYEE NAME (PLEASE PRINT)		SOCIAL SECURITY NUMBER (LAST 4 DIGITS)
CURRENT CLASSIFICATION	CURRENT WORK SITE ADDRESS	BARGAINING UNIT NUMBER <input type="checkbox"/> 12 <input type="checkbox"/> 13
CURRENT WORK SCHEDULE (DAYS)	CURRENT SHIFT (HOURS)	WORK TELEPHONE NUMBER ()
CURRENT SUPERVISOR		SUPERVISOR TELEPHONE NUMBER ()

SECTION 2 — REQUEST INFORMATION

I am interested in changing my (check appropriate box):

WORK SCHEDULE TO:	<input type="checkbox"/>	Any/All	or	<input type="checkbox"/>	Specify
SHIFT TO:	<input type="checkbox"/>	Any/All	or	<input type="checkbox"/>	Specify
ASSIGNMENT TO:	<input type="checkbox"/>	Any/All	or	<input type="checkbox"/>	Specify

(Attach additional sheets of paper if needed)

I am interested in transferring to the following location(s):

1.	2.
3.	4.

(Attach additional sheets of paper if needed)

SECTION 3 — CERTIFICATION

As of the date of this bid, I certify that I am a permanent, full-time employee (having successfully completed my probationary period).

EMPLOYEE SIGNATURE X	DATE
--------------------------------	------

EMPLOYER USE ONLY

The State hereby acknowledges receipt of this request.	Date request received:
NAME	TELEPHONE NUMBER ()
TITLE	DATE COPY RETURNED TO EMPLOYEE