

LBCC Human Resources

Veterans' Preference at LBCC

Effective January 10, 2010, public employers in Oregon are required to grant United States Veterans special consideration in hiring provided they are qualified for the position and furnish proof of honorable discharge.

The following procedures will be used to assist hiring supervisors in meeting this requirement when filling positions through open recruitment:

1. Job applicants will be instructed via job postings to attach their proof of honorable discharge (Form DD-214) to receive additional consideration.
2. Applicants who meet minimum qualifications and attach their Form DD-214 will be assigned a status of **Qualified Veteran** by Human Resources.
3. The supervisor will be notified via email when an applicant is assigned the status of **Qualified Veteran**.
4. The supervisor will invite the **Qualified Veteran** applicant to interview for the position along with other selected applicants.
5. The supervisor will contact the Employment Services Manager at ext. 4431 prior to making the job offer if a **Qualified Veteran** is in the candidate pool.
6. If all other things are equal between a non-veteran and a veteran applicant at the conclusion of interview and reference-checking processes, the veteran will be offered the position.

Thank you for your cooperation as we work together to help veterans obtain employment at LBCC. Please don't hesitate to contact HR if you have any questions.