

**Application & Job Description
Veteran Service Officer (VSO)**

Description

The Brewster County Veteran Service Officer (VSO) assists our County's Vets in obtaining benefits and accessing the VA Hospital System. The Veteran Service Officer keeps Commissioners Court informed about matters which may impact County Veterans. The VSO also keeps County Veterans informed concerning the VSO office services and initiatives which impact Veterans. The VSO performs such other duties related to Veterans as Commissioners Court directs. No health insurance is provided.

Qualifications, Requirements & Skills

- Veteran's status is required.
- Spanish language is a plus.
- Residence in County is required.
- Proficiency with computers is required.
- The Vet's service officer must be able to work independently.
- Ability to communicate with and to work harmoniously with both groups and individuals is essential.
- Ability to work in and "navigate" federal bureaucracy is essential.
- Not less than twenty four office hours monthly are expected; regular office hours must be kept. The Veterans' Service Officer must be accessible to Veterans.
- Travel to Marathon and Terlingua and offsite locations is required.

Applications will be taken until position is filled, in the Brewster County Judge's Office (P.O. Box 1630, Alpine, Texas 79831) in the Brewster County Courthouse.

Applicant's Name: _____

Mailing Address: _____

Telephone Numbers: _____

Email: _____

Military Service (Describe): _____

Do you have experience working without direct supervision? Yes _____ No _____

If yes, please describe: _____

Do you speak any language other than English? Yes _____ (If so, what language & level of proficiency) _____ No _____

What is your level of proficiency with computers? _____

The Veteran Service Officer is responsible for helping Veterans. Have you had
experience with volunteer service or public service in Brewster County or elsewhere?
Yes ___ No ___ . If yes, please describe:_____

Education:

High School & Date Graduated: _____
GED, if applicable _____ (Date)

Undergraduate College or University: _____
Degree/Diploma _____ Date awarded _____
Major or Primary Field of Study _____

Graduate School: _____
Degree/Diploma _____ Date awarded _____
Major or Primary Field of Study _____

Other Specialized Training (List & describe any special military or technical programs or
other training which may be pertinent to this position) _____

References:

Set out the names, telephone numbers & addresses of at least three (3) individuals who are familiar with your character, work ethic & ability:

Employment History:

Please give us your Employment History for the last 10 years:

Employer: _____

Employer Address: _____

Dates of Employment: _____

Your job title and a brief description of your duties: _____

Reason for leaving Employment: _____

Employer: _____

Employer Address: _____

Dates of Employment: _____

Your job title and a brief description of your duties: _____

Reason for leaving Employment: _____

Employer: _____

Employer Address: _____

Dates of Employment: _____

Your job title and a brief description of your duties: _____

Reason for leaving Employment: _____

Employer: _____

Employer Address: _____

Dates of Employment: _____

Your job title and a brief description of your duties: _____

Reason for leaving Employment: _____

Additional Sheets may be attached, if needed. You may also attach a resume and/or letters of recommendation.

By submitting this application, I agree that my background and references may be checked. In the event that I am hired for this position, I agree that falsification of this application could result in immediate termination.

Signature of Applicant

Date

Printed Name of Applicant

Texas Drivers License No. _____

Telephone Number where Applicant can be reached.

Email where Applicant can be reached.