

# Pro Tem Candidate Information Sheet

Name \_\_\_\_\_ Home Phone \_\_\_\_\_

Address \_\_\_\_\_ Cell Phone \_\_\_\_\_

\_\_\_\_\_ Other Phone \_\_\_\_\_

Note: Please check the box next to the telephone number that can be given to the public for transcript requests.

CSR No. \_\_\_\_\_ E-mail \_\_\_\_\_ Fax No. \_\_\_\_\_

Emergency Contact: \_\_\_\_\_ Phone No. \_\_\_\_\_

Referred By: \_\_\_\_\_

NCRA Membership No. \_\_\_\_\_ Which of the following NCRA certifications do you hold:

RPR \_\_\_\_\_ Pass Date: \_\_\_\_\_ RMR \_\_\_\_\_ Pass Date: \_\_\_\_\_

CRR \_\_\_\_\_ Pass Date: \_\_\_\_\_ RDR \_\_\_\_\_ Pass Date: \_\_\_\_\_

CAT system you are using: \_\_\_\_\_

Are you realtime capable? \_\_\_\_\_ If yes, please describe services you can provide: \_\_\_\_\_

Can you furnish ASCII diskettes? \_\_\_\_\_

Please check the areas in which you'd be willing to work (you may rank them by preference, if you'd like):

North County \_\_\_\_\_ Central \_\_\_\_\_ East County \_\_\_\_\_ South Bay \_\_\_\_\_

(For Office Use Only)

Resume \_\_\_\_\_ Copy of CSR License \_\_\_\_\_ Local Background \_\_\_\_\_ (date) Finger Print \_\_\_\_\_ (date)

Criminal / Juvenile Sit-In: \_\_\_\_\_ (date) Civil / Family Sit-In: \_\_\_\_\_ (date)

Dept. No.: \_\_\_\_\_ Host Rptr: \_\_\_\_\_ Dept. No.: \_\_\_\_\_ Host Rptr: \_\_\_\_\_

Criminal / Juvenile Transcript Received: \_\_\_\_\_ (date) Civil / Family Transcript Received: \_\_\_\_\_ (date)

Reviewed by: \_\_\_\_\_ Reviewed by: \_\_\_\_\_

Approved by: \_\_\_\_\_ Date: \_\_\_\_\_

Added to List: \_\_\_\_\_ Letter Sent: \_\_\_\_\_ Faxed to Leads: \_\_\_\_\_ Personnel notified \_\_\_\_\_