**PLEASE NOTE: All candidates MUST complete this template in full to demonstrate they meet the minimum qualifications. Candidates will be selected for interview based SOLELY on the contents provide by them on this template.**

**IMPORTANT: It is imperative that you provide specific examples to verify your experience for each of the required qualifications listed below. Please ensure that you have fully described how you meet the qualifications by providing a FULLY DETAILED description of your experience. Any ambiguity, vagueness, or omissions will not be decided in the candidate’s favor.**

**Minimum Qualifications must be met to be considered for an interview.**

| * **Minimum Qualification: At least nine (9) years of general applications development experience, including at least two (2) years of supervising in an IT applications development environment.** | | | | |
| --- | --- | --- | --- | --- |
| **Firm / Agency** | **Title**  **(Grade if applicable)** | **Description of Experience** | **Start Date** | **End Date** |
|  |  |  |  |  |

| * **Minimum Qualification: At least five (5) years of demonstrated experience in applications development management experience for implementation and maintenance in two (2) of the following three (3) modules:**   + **Human Capital Management (HCM).**   + **Customer Relationship Management (CRM).**   + **Portal or Financials.** | | | | |
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| **Firm / Agency** | **Title**  **(Grade if applicable)** | **Description of Experience** | **Start Date** | **End Date** |
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| An Associate's Degree may be substituted for two (2) years of general experience.  A Bachelor's Degree may be substituted for four (4) years of general experience.  A Master’s Degree in a closely related field may be substituted for an additional one (1) year of the general experience. | |
| **College**  Undergrad:  Graduate School | **Degree/Major** |