

CANDIDATE PACKET COVER PAGE

CANDIDATE NAME: _____

CONTRACTOR: _____

AVAILABILITY DATE: _____

VET-PRO CERTIFIED? **Y** **N**

RESUME INCLUDED? **Y** **N**
(includes detailed list of education and training)

3 REFERENCES INCLUDED? **Y** **N**

SUMMARY LIST INCLUDED? **Y** **N**
(shows evidence of license, certification and/or registration, with expiration dates)

EVALUATION STATEMENT? **Y** **N**
(contractor statement assuring the individual's knowledge, experience and competence are appropriate for his/her assigned responsibilities as required by this task order)

CRIMINAL CHECK STATEMENT? **Y** **N**
(contractor statement verifying candidate to have a clean criminal background check and pre-employment verification of no convictions for abuse or neglect)

***This cover page must be included for every candidate packet submitted with quote.**