



## Department of State Civil Service

Staffing Division

### LA Careers Experienced User Training Registration Form



#### Participant Information

Name		
Job Title		
Dept./Agency		Work Phone
Parish of Employment		Email
Will you need special Accommodations for training?		
<input type="checkbox"/> Yes	<input type="checkbox"/> No	
Accommodations needed:		

#### Class Date Request

Class Date
1.
2.
3.
Please list, in order of your preference, the date of the class you would like to attend. We will make every effort to schedule you for your first choice.

#### Level of Use

**Please note that this is not New User Training. If you have not taken New User Training and are not comfortable in the LA Careers system, the course material for this class will likely be difficult to follow.**

Have you taken LA Careers New User Training?

Yes

No

How long have you been working in the LA Careers System?

Some but less than 6 months.

At least 6 months but less than 1 year.

At least 1 year.

None

How many vacancies per month do you typically post in LA Careers?

0 – 3

4 – 10

More than 10

**Fill out this form completely and e-mail to Rob Wood.**