



PERSONNEL SECURITY OFFICE PROSPECTIVE EMPLOYEE PROFILE SHEET

NAME: _____ LAST _____ FIRST _____ MIDDLE _____

SOCIAL SECURITY NUMBER: _____ - _____ - _____

DATE OF BIRTH: _____ / _____ / _____
MM/DD/YYYY

POSITION TITLE: _____

WORK SPACE: _____ / _____
DEPARTMENT DIRECTORATE

PERFORMANCE PERIOD: FROM: _____ TO: _____
MM/DD/YYYY MM/DD/YYYY

COUNTRY OF BIRTH: _____

COUNTRY OF CITIZENSHIP: _____

CITY OF BIRTH: _____

STATE OF BIRTH: _____

ARE YOU A DUAL CITIZEN? YES NO COUNTRY: _____

HAVE YOU EVER BEEN ISSUED A PASSPORT BY A COUNTRY OTHER THAN THE U.S.?

YES NO

DAY TIME PHONE NUMBER: (____) _____ - _____

CURRENT EMAIL ADDRESS: _____

EMPLOYMENT CATEGORY (CHECK ONLY ONE)

(1) CONTRACTOR:	<input type="checkbox"/> AGENCY: _____
CONTRACTING OFFICER REPRESENTATIVE:	_____
COR PHONE NUMBER:	(____) _____ - _____
CONTRACT NUMBER:	_____
(2) DOD CIVIL SERVICE:	<input type="checkbox"/> POC: _____
POC PHONE NUMBER:	_____
(3) NON DOD CIVIL SERVICE:	<input type="checkbox"/> AGENCY: _____
POC: (NAME & NUMBER)	_____
(4) RED CROSS VOLUNTEER:	<input type="checkbox"/> POC: _____
POC PHONE NUMBER:	(____) _____ - _____
(5) MILITARY:	<input type="checkbox"/> BRANCH: _____
POC: (NAME & NUMBER)	_____
(6) STUDENTS/INTERNS/OBSERVERS:	<input type="checkbox"/> POC: _____
POC PHONE NUMBER:	(____) _____ - _____

*****FOR PERSONNEL SECURITY OFFICE USE ONLY*****

APPROVED TO IN-PROCESS: APPROVED DATE: _____
MM/DD/YYYY

DISAPPROVED TO IN-PROCESS: DISAPPROVED DATE: _____
MM/DD/YYYY

PSO OFFICIAL SIGNATURE: _____