

Dear Nursing Applicant:

Thank you for your employment interest in the VA Greater Los Angeles Healthcare System (GLA)! **Please read and follow these instructions very carefully.**

**Your Application Package MUST Include**

- ◆ **VA Form 10-2850C, Application for Associated Health Occupations**
  - ⇒ Once completed, please print, sign, and date.
- ◆ **Nurse Application Addendum** (Your three most current jobs should be on the VA Form 10-2850C. If you have worked more than three jobs, please use this Nurse Application Addendum continuation sheet for additional jobs. Please make sure to annotate ALL of your work experience. Use as many of these sheets as necessary. We need **complete mailing addresses** and **dates** for each job you list [MO/YR, i.e. 07/05 = July 2005])
  - ⇒ Once completed, please print, write your name at the bottom, and date.  
*Please include with VA Form 10-2850C above.*
- ◆ **LVN Preferred Location, Specialty, and Referral Source Sheet**
  - ⇒ Once completed, please print.
- ◆ **OF Form 306, Declaration for Federal Employment** (If you answer “Yes” to any of the questions, please follow the instructions listed on the form)
  - ⇒ Once completed, please print, sign, and date.

**\*\*\* IMPORTANT \*\*\***

Please complete the application **thoroughly, paying special attention to the addresses.** **ALL** addresses must be complete mailing addresses. We strongly suggest that you verify all addresses using a mapping website such as Mapquest (<http://www.mapquest.com>) or Google Maps (<http://maps.google.com/maps>) to ensure that all addresses include:

Street address  
City, STATE and Zip Code

***This applies to all four references, your schools and your work experience.***

You can include a resume/CV if you wish, but you must still completely fill out all of the forms above as indicated.

When you have completely finished your application package, as instructed above, please mail or return it in person, to:

VA Medical Center  
11301 Wilshire Boulevard  
Bldg. 500, Rm. 6215 (118HR)  
Nursing Recruitment  
Los Angeles, CA 90073

**For additional information or assistance please call (310) 268-4642. Thank you!**