

VETERANS EMPLOYMENT
SERVICE

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YES, VETERANS
HAVE
PREFERENCE



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IOWA EMPLOYMENT SECURITY COMMISSION
IOWA STATE EMPLOYMENT SERVICE

WHO IS A VETERAN?

INTRODUCTION

This pamphlet is designed as a quick, ready, reference for the use of Local VERs and other Interviewers of the local offices of the Iowa State Employment Service.

Certain sections of the Employment Service Manual concerning veterans are accumulated under one cover for easy access. No attempt was made to accumulate all pertinent sections affecting veterans.

Howard J. Cloe
Veterans Employment Representative
for Iowa

WHO IS A VETERAN?
GLOSSARY

INTRODUCTION

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Section 3100 Basis for Giving Priority and Preference to Veterans. The Secretary of Labor's policy concerning preference to be accorded to veterans provides that "in filling employers' orders, any veterans qualified for job openings shall be given priority in referral to such jobs over nonveterans." With respect to disabled veterans, the policy further provides that "the local employment office manager and the local veterans employment representative shall see that the disabled veteran is given preferential treatment by all personnel of the local employment office."

Section 3110 Veterans Entitled to Preferential Treatment.

Only those disabled veterans who meet the definition of "disabled veteran" as given in the Glossary are entitled to preferential treatment. The Employment Service will include in this category of disabled veterans only those veterans (a) who are currently rated 10% or more disabled by the Veterans Administration, or (b) who have been retired for physical disability by a branch of the Armed Forces; or (c) who meet the definition of a handicapped applicant, "regardless of how or when the disability was incurred. This category does not include all eligibles accorded 10-point preference by the U. S. Civil Service Commission under the Veterans Preference Act of 1944 (see Section 3242). Veterans with service-connected disability ratings of less than 10% are not included in this category unless they meet the definition of "handicapped applicant." Wives of veterans with service-connected disabilities and veterans' widows are not extended preferential treatment by the Employment Service.

Section 3111 Establishing Rights to Preferential Treatment.

The determination of the right to preferential treatment is based on records furnished by the veteran with a service-connected disability or on evidence that shows the veteran is a "handicapped applicant." (See Section 8225.)

Records acceptable as proof of a service-connected disability which would entitle the veteran to preferential treatment are:

- A. A certificate from the Veterans Administration indicating a current disability rating of 10% or more.
- B. A certificate of Entitlement, issued by the Veterans Administration to veterans with 10% or more service-connected disability, indicating current eligibility for training under Public Law 16 (Disabled Veterans Vocational Rehabilitation Act).
- C. Other official record, based on an award by the Veterans Administration, which indicates the veteran has a current disability rating of 10% or more.
- D. Any official record or document, issued by a branch of the Armed Forces, which indicates that the veteran has been retired for physical disability.

The local office need not require evidence of the continued existence of such disability unless progressive improvement is anticipated because of the transitory nature of the disability, and the disabled veteran requires the services of the employment office over an extended period of time.

Section 3112 Routing Disabled Veterans. A hospital dischargée on his initial visit shall be routed to the Veterans Employment Representative directly from the reception point.

In all other cases, when disabled veterans are identified at the reception point, they should be routed to the staff member responsible for providing the necessary service.

Veterans with certain obvious disabilities observed on the reception line should be routed as indicated.

Section 3113 Classifying Disabled Veterans. Care should be exercised to assure that all preference veterans are assigned as many individual occupational classifications as are necessary to reflect all of the specific jobs and fields of work for which they possess the requisite qualifications. Full use should be made of the Special Aids for placing military personnel to determine occupations for which they are qualified on the basis of experience in the armed services. (See Section 1066 B.)

Section 3114 Identifying Application Cards of Disabled Veterans: To facilitate selection, the application cards of preference veterans shall be identified by marking distinctly the selection factor block letter "G". Red stickers shall be used for this purpose, (and affixed securely over the edge of the card. Any other signaling device may be substituted for a sticker in block "G" provided that the color is red and that the device used is readily visible and will not become detached when in the file. Red scotch tape serves this purpose effectively.)

Section 3120 Order of Selection and Referral of Veterans:

In filling an employer's order, including orders in inter-area placement, referral will be offered in the following order, assuming there are qualified applicants available in each category:

- a. Disabled veterans
- b. Other veterans
- c. Non-veterans

All facilities of the local office shall be used to afford disabled veterans the fullest possible opportunity for employment.

Section 3122 Promoting Employer Interest and Obtaining Job Opportunities for Veterans: A successful employer relations program which increases job orders received in the office for all applicants will result, because of priority in service to veterans, in an even greater proportion of referrals of veterans. (See Section 7001.)

The Veterans Employment Representative will stimulate and participate in the over-all program of job promotion.

The Employment Service will specifically promote employment opportunities for veterans. In stimulating employer interest in hiring veterans, emphasis should be placed on promoting job opportunities for all or groups of veterans rather than the development of a job opening for any one individual. For example, descriptions of the qualifications of several veterans can be used in newspaper and radio

publicity, in direct mail campaigns, and on visits to employers, to attract openings for many veterans.

Job development should not be undertaken automatically for every veteran on the occasion of the first or subsequent visit, but the task of job solicitation should be assumed when the Veterans Employment Representative, through review of the files, or in the process of interviewing, finds that certain individual veterans are not receiving opportunity for placement through normal operations after a reasonable period of time.

Preference in job solicitation efforts will be given to veterans entitled to preferential treatment. An organized continuing job development program shall be conducted by all local offices for these veterans. Techniques to be used in promoting employment opportunities and in obtaining job openings are described in 7000-7399. Materials specifically directed to promoting the employment of veterans are useful. For example, the "Sales Talk to Employers on Hiring Disabled Veterans" gives effective support to preferential treatment of disabled veterans in job solicitation.

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