

# Language Skills Questionnaire

Please read through the instructions carefully before you complete it. It is very important that you answer the questions as accurately as possible

## INSTRUCTIONS

The Utah County Personnel Office appreciates your interest in this position. Since this Language Skills Attachment is an important part of the selection process for this position, **it must be fully completed.** It has been prepared to give applicants the same opportunity to indicate their Spanish skills. **The information you provide will be evaluated to determine your eligibility for further consideration.**

**Please use black ink (for reproduction purposes).** Please submit all application materials to Utah County Personnel Office, 100 East Center, Suite 3800, Provo, Utah, 84606.

**This position may require bilingual Spanish communications skills. Please rate your skill level in the following areas:**

a: Speaking Spanish:

- ☐ None
- ☐ Beginner
- ☐ Intermediate
- ☐ Advanced
- ☐ Superior
- ☐ Fluent

b: Reading Spanish

- ☐ None
- ☐ Beginner
- ☐ Intermediate
- ☐ Advanced
- ☐ Superior
- ☐ Fluent

c: Writing Spanish

- ☐ None
- ☐ Beginner
- ☐ Intermediate
- ☐ Advanced
- ☐ Superior
- ☐ Fluent

\_\_\_\_\_  
Name (please print)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Position Title

\_\_\_\_\_  
Posting #

Last four numbers of Social Security #: X X X - X X - \_\_\_\_ \_

**PLEASE READ CAREFULLY BEFORE SIGNING:** The answers to the following questions are true and complete to the best of my knowledge. I understand that falsification of information may result in my disqualification or removal from a County position.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_