



**COOK COUNTY BUREAU OF HUMAN RESOURCES  
VOLUNTEER REQUEST FOR LONG-TERM TEMPORARY ASSIGNMENT FORM**

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

Name: \_\_\_\_\_ Current Position ID: \_\_\_\_\_

Provide the following regarding the Position you volunteer to temporarily fill:

Department: \_\_\_\_\_

Grade: \_\_\_\_\_ Title: \_\_\_\_\_

Start Date: \_\_\_\_\_

End Date: \_\_\_\_\_

Location: \_\_\_\_\_

**EMPLOYEE CERTIFICATION**

I hereby certify that my request for this Long-Term Temporary Assignment is based on the verified operational or business needs as described above and not on any Political Reasons or Factors and is in compliance with the Temporary Assignment Policy and Employment Plan.

With respect to all County jobs under the jurisdiction of the Cook County Board President that are not exempt under Shakman, I certify that I am aware that I am strictly prohibited from conditioning, basing or knowingly prejudicing or affecting any term or aspect of County employment of hiring upon or because of any political reason or factor or knowingly inducing, aiding abetting, participating in, cooperating with or threatening any act which is proscribed above. I certify, under penalty of perjury, as provided by the law that to the best of my knowledge, Political Reasons or Factors did not enter into any County Employment Actions taken with respect to the above Long-Term Temporary Assignment. I understand that failure to comply with the above prohibitions may result in sanctions, including disciplinary action up to and including termination and may subject me to criminal prosecution.

Print Name: \_\_\_\_\_ Signature: \_\_\_\_\_

Title: \_\_\_\_\_ Date: \_\_\_\_\_