**CANDIDATE REFERENCE**

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| Solicitation Number: 537400947R | Title/Level: Technical Writer 2  |
| Candidate Name: | Category: Applications/Software Development |

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| **Reference Name** (Required): |  |
| **Title:** |  |
| **Company Name** (Required): |  |
|  |  |
| **Phone Number** (Required include area code): |  |
| **E-mail Address:**  |  |
| **Professional Relationship:**  |  |

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| --- | --- | --- | --- | --- | --- |
|  | Peer |  | Co-Worker |  | Supervisor |

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|  | Customer |  | End-User |  | Subordinate |

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| **Reference Name** (Required)**:** |  |
| **Title:** |  |
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| **Professional Relationship:**  |  |

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|  | Peer |  | Co-Worker |  | Supervisor |

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|  | Customer |  | End-User |  | Subordinate |

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|  | Peer |  | Co-Worker |  | Supervisor |

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|  | Customer |  | End-User |  | Subordinate |

**NOTE: ONLY INCLUDE THE INFORMATION REQUESTED ON THIS FORM. DO NOT INCLUDE ADDITIONAL INFORMATION.**

**CANDIDATE QUALIFICATIONS**

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| Solicitation Number: 537400947R | Title/Level: Technical Writer 2  |
| Candidate Name: | Category: Applications/Software Development |

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| **Minimum Requirements:** Candidates that do not meet or exceed the **minimum** stated requirements (skills/experience) will be displayed to customers but may not be chosen for this opportunity. |
| ActualYearsExperience | YearsExperienceNeeded | Required/Preferred | Skills/Experience |
|   | 4 | Required | Business analysis, process planning, and agency policy |
|   | 4 | Required | Project Management practices, principles, and processes |
|   | 4 | Required | Knowledge of computer systems, data systems, processes, and visualization tools; |
|   | 4 | Preferred | Develop and evaluate policies, standards and procedures |
|   | 4 | Preferred | Experience with Public Administration |
|   | 4 | Preferred | Organizing and presenting complex information to a variety of audiences verbally and in writing |

**CANDIDATE ACKNOWLEDGEMENT**

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| RFO: 445 Solicitation Number: 537400947R | Title/Level: Technical Writer 2 |
| Candidate Name: | Category: Applications/Software Development |

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| I hereby authorize **Innosoul, Inc. dba Innosoul Information Technologies, Inc.** to submit my resume in response to the temporary staffing Solicitation 537400947R for **Texas Health and Human Services Commission**.I understand that submission of my resume by multiple vendors may result in my disqualification from this opportunity. Customers reserve the right to hire a candidate submitted by multiple vendors.Worker signature:  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date:   \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |