

**Commonwealth of Massachusetts Human Resources Division  
2026 Massachusetts Parole Board Promotional Exam  
Employment Verification Form**

**Instructions:** The Appointing Authority (or designee) must sign and date this form, certifying the information provided is accurate. Attach additional paperwork if necessary. This form and any supporting documentation must be scanned and attached to the Experience and Education (E&E) application or sent to [civilservice@mass.gov](mailto:civilservice@mass.gov) no later than seven calendar days following the written exam date. **Provisional and/or temporary after certification time will only be creditable in the title of the exam.**

**Note:** Some sections of this form may not apply to every department/agency

**Candidate Name:** \_\_\_\_\_

**Exam Date:** \_\_\_\_\_

**Verifying Agency:** \_\_\_\_\_

**Exam Title:** \_\_\_\_\_

**I. PERMANENT APPOINTMENT**

List permanent entry level title: \_\_\_\_\_

Permanent appointment date: \_\_\_\_\_

List dates and reasons for any breaks in service at all ranks: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**II. PERMANENT PROMOTIONS IN THE AGENCY**

<b><u>Rank</u></b>	<b><u>Date of Promotion</u></b>
_____	_____
_____	_____
_____	_____

**IV. TEMPORARY (AFTER CERTIFICATION) OR PROVISIONAL SERVICE IN EXAMINATION TITLE ONLY**

<b><u>Temporary or Provisional</u></b>	<b><u>Rank</u></b>	<b><u>PT (list hours) or FT</u></b>	<b><u>Dates of Service</u></b>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

**Print Name and Title of Appointing Authority (or designee):** \_\_\_\_\_

**Signature of Appointing Authority (or designee):** \_\_\_\_\_

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