

## Notice of Veterans' Preference

Leon County gives preference in appointment to eligible veterans and family members as defined in Chapter 295, Laws of Florida.

### Eligibility Criteria & Required Documents

Eligibility criteria for veterans' preference and a list of required documents can be found on the [Florida Department of Veterans' Affairs \(FDVA\) website](#).

### Claiming Preference

When claiming veterans' preference, you must:

- Complete the veterans' preference section of the job application;
- Submit veterans' preference documentation by 5 p.m. on the Friday following the position's closing date.

Preference will not be awarded unless the documentation is complete. Documents that arrive after the deadline will not be accepted.

Do not submit originals as documents cannot be returned. Copies should be marked to show the job posting number and the veterans' preference status you are claiming.

Documents may be:

- Scanned and e-mailed to [LCHR\\_Recruitment@LeonCountyFL.gov](mailto:LCHR_Recruitment@LeonCountyFL.gov).
- Hand delivered to Leon County Human Resources by the applicant or representative or
- Mailed to:  
LEON COUNTY HUMAN RESOURCES  
ATTN: HUMAN RESOURCES GENERALIST  
315 S CALHOUN STREET, SUITE 210  
TALLAHASSEE, FL 32301

### Filing a Complaint

An applicant eligible for veterans' preference who believes he or she was not afforded employment preference in accordance with Florida statutes and regulations may file a complaint. For information on how to submit a complaint, visit the [Florida Department of Veterans' Affairs \(FDVA\) website](#).