



Alternative State Application Program

Information for Managers

The state of Utah is committed to hiring qualified people with disabilities. In 2010 the state legislature created the Alternative State Application Program (ASAP) to help the state of Utah become a model employer in hiring and retaining people with disabilities. Under ASAP you can hire qualified people with disabilities through a non-competitive process. This streamlined process helps them enter the workforce and gain work experience, while helping you fill vacancies with qualified talent faster. This strengthens our workforce, enhances our communities, and helps build a better state for all Utahns.



Save time: Interviewing an ASAP candidate can save time as the hiring manager may interview only the ASAP candidate(s) (no panel needed, only one interview needed). ASAP can also be used to bump a candidate to the interview list. Managers can hire on the spot, before a posting closes.



Recognition: Employers who use ASAP are eligible for the Annual Golden Key awards, which honors companies and agencies who hire under the program.



Accommodations: Managers have access to full assistance with job accommodations from DWS-USOR.



Long Term: People with disabilities have high retention rates. They tend to be more loyal and seek stable and reliable work.



Provide experience: Many individuals with disabilities have less experience on their resumes because fewer employers are willing to consider someone with a disability, but this does not mean they cannot be an asset if given the right training and experience.



Manager discretion: Candidate may apply under ASAP, but it is the manager's choice whether to participate.



If hired: Candidate completes a six-month at-will trial period as well as the regular one year probationary period to allow more time for training and assessment of the employee.



Special for state gov only.



**Division of Human
Resource Management**