



APPLICATION FOR EMPLOYMENT

For information call: (559) 924-6700 or see website - www.lemoore.com
Submit To: Personnel, City Hall, 119 Fox Street, Lemoore, CA, 93245

Type or print legibly. Answer all questions completely. A resume will not be accepted in the place of a completed application.

Applying for position of: _____

Name: _____ Other Names Used: _____
Last, First Middle

Address: _____
Number, Street, City, State, Zip Code

Telephone: Day () _____ Message () _____ SSN: _____

If required for the position: CA Drivers' License: _____ Class: _____ Exp. Date: _____

Are you available to work: Full-time _____ Part-time _____ Day _____ Evening _____ On-call _____ Weekends _____

Are you over 18 years of age? Yes _____ No _____

Have you previously applied to the City of Lemoore? Yes _____ No _____

Do you have any relatives currently employed by the City? Yes _____ No _____

Have you ever been convicted of a crime? (Please exclude minor traffic violations and misdemeanor marijuana convictions over two years old.) Yes _____ No _____

Have you ever been fired or forced to resign from a position? Yes _____ No _____

If the answer to any question above was yes please explain below:

EDUCATION/TRAINING:

Circle Highest Grade Completed: 9 10 11 12 13 14 15 16 17 18 19 GED Proficiency Certificate

Technical Schools, Colleges, Universities Attended:

List Name of School, City and State Semester/Quarter Units Completed Major Degree/Year

Do you hold any certificates or licenses related to this position:

Circle: Water Operator Grade: 1 2 3 Wastewater Operator Grade: 1 2 3 POST: Levels: 3 2 1 - Basic - Supervisory
Other:

If required for the position, what is your typing speed: _____ wpm

Do you read, speak, or write any other language than English? _____

EMPLOYMENT HISTORY:

List all related job experience for the past 10 years, including volunteer and military experience. Use a separate block for each job title. When additional space is needed, copy this side of the application and attach. **Resumes may NOT be substituted for this section.**

Title: _____ Employer: _____
Number of months employed: _____ Final salary: \$ _____ / _____ Supervisor: _____
Hours per week: _____ Hire date: _____ / _____ End date: _____ / _____ Address: _____
Reason for Leaving: _____ Phone: _____
Duties: _____

Title: _____ Employer: _____
Number of months employed: _____ Final salary: \$ _____ / _____ Supervisor: _____
Hours per week: _____ Hire date: _____ / _____ End date: _____ / _____ Address: _____
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Reason for leaving: _____ Phone: _____
Duties: _____

I certify that all statements contained herein or submitted to the City of Lemoore as a part of this application are true, and I agree and understand that any misrepresentation or omission of facts contained in any material submitted as part of the employment process is cause for dismissal. I authorize a full background investigation to verify statements I have made herein to be conducted by the City, and authorize all former employers listed above to release employment information to the City. I further agree to submit to a medical examination as part of the appointment process.

Signature: _____ **Date:** _____

If you need a reasonable accommodation to attend the interview please contact the Personnel Office.

CITY OF LEMOORE

VOLUNTARY APPLICANT SELF-IDENTIFICATION REPORT

All applicants are requested to voluntarily complete this form. This data will be kept separate from your application, and in no way will be used in the selection process. This data is required by federal agencies, and is being gathered for the purpose of determining whether recruitment and examination procedures and processes result in unfair discrimination against candidates because of age, sex, ethnic background, or disability. Your assistance in completing this form would be appreciated.

Position Applying for: _____ Date: _____

Applicant Name: _____

Please check one: _____ Female _____ Male Are you a U.S. Citizen? _____

(Non citizens must present evidence of permission to reside permanently in this country at the time of appointment.)

ETHNIC ORIGIN/RACE

_____ **WHITE (not of Hispanic origin):** All persons having origins in any of the original peoples of Europe, North America, or the Middle East.

_____ **AFRICIAN - AMERICAN**

_____ **ASIAN OR PACIFIC ISLANDER:** All persons having origins in any of the original peoples of the Far East, Southeast Asia, the Indian Subcontinent, or the Pacific Islands. This area includes, but is not limited to, for example, China, Japan, the Philippine Islands and Samoa.

_____ **AMERICAN INDIAN OR ALASKAN NATIVE:** All persons having origins in any of the original peoples of North America, and who maintain cultural identification through tribal affiliation or community recognition.

_____ **HISPANIC:** All persons of Mexican, Puerto Rican, Cuban, Central or South America or other Spanish Culture or origin, regardless of race.

VETERAN/DISABLED STATUS (Check items which apply)

Are you a Veteran? _____ Vietnam Era Veteran? _____

_____ Disabled (Military Related)

_____ Disabled (Non Military Related)

HOW DID YOU HEAR OF THIS OPENING?

_____ City Employee

_____ EDD

_____ Job Announcement at City Hall

_____ Jobs Available

_____ Western Cities Magazine

_____ JTO

_____ Lemoore Advance

_____ Hanford Sentinel

_____ Visalia Times Delta

_____ Fresno Bee

_____ Other (Specify) _____

Mayor
Willard Rodarmel
Mayor Pro Tem
John Plourde
Council Members
John Gordon
John Murray
William Siegel



Office of the
City Manager

119 Fox Street
Lemoore • CA 93245
Phone • (559) 924-6700
FAX • (559) 924-9003

VETERAN'S PREFERENCE APPLICATION

1. For the purposes of this section, a "veteran" is one who has served on active-duty in the United States Armed Forces for period of at least 91 continuous days and who has received an honorable discharge from active duty. The definition of the term "veteran" as used in this rule shall not include reserve or other inactive service.
2. Military veterans shall be given "preference in initial appointment to City service", in accordance with this rule. To receive veteran's preference, the veteran must meet the minimum qualifications established for entrance to the examination, and must attain a passing score in each phase of the examination. Veteran's preference is allowed only on initial entrance into City service. The exercise of said veteran's preference shall be exhausted upon appointment to a regular position from an eligibility list. The application of veteran's preference on any other recruitment shall be canceled.
3. Applicants who receive a final passing score on an open recruitment and who are veterans, shall be eligible to receive an additional five points which will be added to their final examination score for ranking purposes only. The passing score of veteran shall be annotated to indicate that the veteran's score shall be increased by five points solely for the purpose of determining the rank in the eligibility listing.
4. To claim veteran's preference, an applicant must apply in the space provided on the application form and submit a certified copy of their most recent form, (DD-214), or equivalent document acceptable to Human Resources, as evidence of military service on or before the final filing date for the recruitment. Veteran's preference must be established separately for each recruitment. Failure to request veteran's preference on the application or to submit the required credentials (DD-214) prior to the final filing date for the recruitment will be deemed a waiver of veteran's preference.
5. Veterans who are in the process of separation from military service may file a written statement showing the anticipated date of discharge and certifying the discharge is for honorable reasons. Such statements must be filed no later than the final filing date for the recruitment. The veteran in the process of being discharged shall be entitled to veteran's preference pursuant to this rule only if a certified copy of form DD-214 or other satisfactory proof of discharge is filed with the human resources division prior to the date of certification for appointment. If such proof is not filed before the certification date, the veteran's position on the eligible list for certification purposes shall be determined on the basis of their scores on the examination without the additional preference points. Veteran's documents submitted after the certification date will not be accepted.

I, _____, request Veteran's Preference during the selection process for the position of _____.

Applicant's Signature

(date)