

Required Supplemental Application Form

Applicant Name: _____

PUBLIC WORKS MAINTENANCE WORKER

YOU MUST COMPLETE AND RETURN THIS FORM TO BE CONSIDERED AS AN APPLICANT.

Please note:

This supplemental form will be used to rank applicants, so please be complete and accurate in your responses.

1. Do you have a high school diploma or equivalent? *(choose one)* **YES** **NO**

2. Do you possess at least one year of street/water/sewer construction and maintenance experience? *(choose one)* **YES** **NO**

Please detail your construction and maintenance experience, including equipment used:

☐ **Road Construction & Streets Maintenance**

(choose one) **YES** **NO**

Please explain your road construction and maintenance experience below:

Experience & Equipment Used Company Dates/Duration

☐ **Parks Maintenance**

(choose one) **YES** **NO**

Please explain your parks maintenance experience below:

Experience & Equipment Used Company Dates/Duration

☐ **Water and Waste Water Experience**

(A) *(choose one)* **YES** **NO**

Please explain your water and waste water experience below:

Experience & Equipment Used Company Dates/Duration

Do you hold any water or waste water licensures?

(B) (choose one) **YES** **NO**

Please detail your water and waste water licenses below:

License License # License Effective Dates

3. Do you possess experience in a **municipal** Public Works department?

(choose one) **YES** **NO**

Organization Describe Duties Duration

4. Do you possess a Technical degree or certificate in a related field?

(choose one) **YES** **NO**

If you answered yes, please list the specific degree or certificate and list the school from which you received the degree/certificate. If possible, include a copy of your certificate or degree.

Degree or Certificate: _____

Field: _____

Institution: _____

5. Please list your experience with the following equipment and your proficiency with each type. Please rank 1 to 5, with 1 being lowest proficiency to 5 being highest proficiency for your proficiency with each piece of equipment listed below.

Wheel Loader

Proficiency:

Describe your experience:

Street Sweeper

Proficiency:

Describe your experience:

Skid Loader

Proficiency:

Describe your experience:

Mower

Proficiency:

Describe your experience:

Aerial Lift Bucket Truck

Proficiency:

Describe your experience:

List other street, park, and/or utility maintenance and repair equipment you are proficient with, and describe your experience with each:

6. Do you possess a valid MN Commercial Driver's License?

(choose one) **YES** **NO**

If yes, what type of CDL: (choose one) **Class A** **Class B**

Do you possess any license endorsements? (choose one) **YES** **NO**

If yes, please list specific endorsements:

6. Do you have any previous experience snow plowing with a commercial driver's license?

(choose one) **YES** **NO**

If yes, please describe your experience, the type of equipment used, the duration you performed this work, and the company you worked for:

<u>Company</u>	<u>Experience & Equipment Used</u>	<u>Dates/Duration</u>
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7. (A) What do you think is the key to providing quality customer service?

(B) Describe how you have demonstrated this in your past work history.

<u>Organization</u>	<u>Describe Customer Service Duties</u>	<u>Duration</u>
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8. *Other qualifications:*

Summarize special job-related skills and qualifications acquired from employment, education or other experience.

I hereby certify that all answers contained in this application are true and I agree and understand that any misrepresentation or omission of facts contained in my application for employment or this addendum will be grounds for disqualification for employment, or in the event of employment, immediate dismissal from employment upon later discovery of any omission of facts or misrepresentations.

I further understand that if offered a position I must submit to and pass a controlled substance screen, and will be required to submit to and pass a criminal background check and employment reference checks.

By my signature on this form, I hereby acknowledge that I have read and understood the above statements. **Failure to sign application forms may result in rejection of your application.**

Applicant's signature: _____

Date: _____