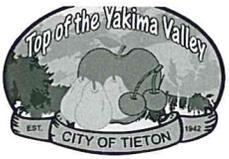


Position Available:

Public Works Supervisor

The City of Tieton Public Works Department has an opening for a Public Works Supervisor. Under the direction of the Mayor, the Public Works Supervisor is responsible for the planning, organizing, implementing and directing all Public Works Department operations, programs and personnel. Responsible for areas such as water, sewer, refuse, street and other City Buildings and facilities and includes the ability to coordinate activities with other city, county, state and federal public agencies. Prepare budgets and reports as required. **Specific Job Skills** include: Possess a solid knowledge of the management of a Public Works department, a good understanding of the processes, municipal water and sewer systems, techniques, materials and equipment used in Public Works projects and possess the capacity for teamwork. Must possess the ability to operate a variety of power and hand tools, trucks and heavy equipment. Must possess the ability to speak, read, write and understand English. **Education:** Possess some higher education beyond high school or vocational training in public works projects and a minimum of five years experience in Public Works or equivalent education and/or experience. Previous supervisory experience is desired. A certification in water is required or the ability to obtain necessary certification within one year. **Salary** is \$4,000 to \$4,650 a month D.O.E. plus excellent benefits. Job specifications and application are available at City Hall. Application and resume will be received at Tieton City Hall, 418 Maple Street, P O Box 357, Tieton, WA 98947 until the position is filled. The City of Tieton is an equal opportunity employer.



**EMPLOYMENT APPLICATION
CITY OF TIETON, WASHINGTON**

Return to:
City of Tieton
PO Box 357
418 Maple Street
Tieton, WA 98947
(509) 673-3162

The City of Tieton is an equal opportunity employer. Qualified applicants receive consideration for employment without discrimination because of race, national origin, sex, age, marital status, veteran status, sexual orientation, the presence of a disability or any other protected status. Women and minorities are encouraged to apply.

Federal Law requires anyone employed by the City to present proof of identity and proof of authorization to work in the United States within three (3) days of hire.

Position Applied For:		Today's Date
Last Name	First Name	Middle Initial/Name
Street Address		
City, State, Zip		
Valid WA State Driver's License? <input type="checkbox"/> yes <input type="checkbox"/> no If other State, which? _____		
(A valid driver's license is required only where stated on the job announcement.)		
Home Telephone: () _____		Work Telephone: () _____
Cell Phone: () _____		
(Give a number where you may be reached or a message may be left from 8:00 a.m. to 5:00 p.m.)		
I have received and read the job announcement for this position and can perform the essential job functions with or without reasonable accommodation. <input type="checkbox"/> yes <input type="checkbox"/> no		

TRAINING AND EDUCATION

Circle highest grade completed: 8 9 10 11 12 GED Other? _____

COLLEGES/OTHER TRAINING	SUBJECT/MAJOR	DEGREE/CERTIFICATE

EQUIPMENT, OFFICE AND COMPUTER SKILLS

Describe computer and other equipment operation skills. Include programs used, typing speed and other information relevant to the job for which you are applying.

CRIMINAL CONVICTION (Conviction does not automatically bar you from employment. Each case is considered separately based on job duties/area performed).

Have you been convicted of a felony or served time in prison within the last seven (7) years: yes no

TRAFFIC VIOLATIONS (If position for which you have applied involves driving):

Have you ever been convicted, pleaded no contention or paid a fine for any traffic violations in the past three (3) years? yes no
If yes, please explain:

**EMPLOYMENT HISTORY – List employment for the past ten (10) years, beginning with current position.
(Attach additional page if necessary).**

Employer's Name		Position	
City and State		Starting Salary	Ending Salary
From	To	Hours worked per week	
Supervisor		Supervisor's Telephone Number	
May we contact this supervisor/employer for a reference:		[] yes [] no	
Primary Duties:			
Number of employees supervised by you:		Reason for leaving:	

Employer's Name		Position	
City and State		Starting Salary	Ending Salary
From	To	Hours worked per week	
Supervisor		Supervisor's Telephone Number	
May we contact this supervisor/employer for a reference:		[] yes [] no	
Primary Duties:			
Number of employees supervised by you:		Reason for leaving:	

Employer's Name		Position	
City and State		Starting Salary	Ending Salary
From	To	Hours worked per week	
Supervisor		Supervisor's Telephone Number	
May we contact this supervisor/employer for a reference:		[] yes [] no	
Primary Duties:			
Number of employees supervised by you:		Reason for leaving:	

GENERAL QUESTIONS

Can you travel for training and other purposes if the City requires/requests you to do so? yes no

Do you have any relatives employed or serving as an elected official with the City of Tieton? yes no
 If yes, list the position and relationship: _____

Have you previously applied for employment or been previously employed with the City of Tieton? yes no
 If yes, list the position you held or the position you applied for: _____ When? _____

Are you a citizen of the United States of America? yes no

Referred by? _____

Work References – Please list below three (3) people (former employers or supervisors) who can responsibly evaluate your work performance.

NAME	WORK RELATIONSHIP TO YOU	PHONE NUMBER

AGREEMENT, CERTIFICATION AND AUTHORIZATION

I hereby certify, under the penalty of perjury in the State of Washington, that this application contains no willful misrepresentation and that the information given is true and complete to the best of my knowledge and belief. I understand that falsification of this application will be grounds for elimination from further consideration or, if employed, for dismissal at anytime. I authorize my previous employers and all schools or educational and technical institutions which I have attended to furnish the City of Tieton my record, reason for leaving and all information they may have concerning me. I hereby release any such current or former employers or institutions, their agents or employees and the City of Tieton from all liability for any damage whatsoever arising there from. I authorize investigation of all statements in this application.

 Signature of Applicant

 Date

PLEASE ATTACH YOUR RESUME AND ANY OTHER SUPPORTING DOCUMENTS TO THIS APPLICATION.

-----DO NOT WRITE BELOW THIS LINE-----

Arrange Interview: yes no Date of Interview: _____

Remarks: _____

Date of final interview (if a 2nd interview is scheduled): _____

Employed: yes no Date Employment Begins: _____

Job Title _____ Hourly Rate/Salary _____

Salary Increase at Anniversary Date? yes no Rate of Increase? _____

Interviewed by: _____

(1) _____ (2) _____ (3) _____

Hired by: _____

 Mayor's Signature

 Date