

City of Deming
PO Box 706
Deming NM 88031

**2024 APPLICATION
FOR TEMPORARY/SEASONAL EMPLOYMENT**

Equal access to programs, services and employment is available to all persons. Those applications requiring reasonable accommodation to the application and/or interview process should notify a representative of the Human Resources Department.

*****To be considered, applications must be complete upon submission. If a question does not apply, insert N/A*****.
******(Note: Resumes do not take the place of or substitute for a fully completed application.)******

Position you are applying for:

SEASONAL/TEMPORARY

- PARKS LABORER
- Lifeguard (must be 16+)
- Seasonal Assistant Manager

Your Name (Last, First, Middle) _____

Other names you have used: _____

Mailing Address: _____ City _____ State _____ Zip Code _____

Telephone number where you can be reached: _____

Email (if available): _____

YES__NO__ Are you legally eligible for employment in the United States? (Documentation will be required if hired.)

YES__NO__ or Need more information to respond ____: Are you able to perform the essential functions of the job you are applying for (with or without reasonable accommodation)?

YES__NO__ Have you worked for the City of Deming in the past? If yes, when? _____

What was the Job Title and Department? _____

Why did you leave? _____

YES__NO__ NM Driver's license? DL Number _____

YES__NO__ HS STUDENT?

YES__NO__ Do you have relatives working for the City of Deming? If yes, list name(s), and relationship(s), _____

List any special skills, training, accomplishments, or certifications you have that relate to the job:

Why should we choose you? _____

WORK EXPERIENCE: **Read these instructions before you begin.** Describe jobs you have held in the past 5 years. Be sure to include any duties performed that would relate to the position you are applying for. If you were unemployed for longer than 3 months within the past 5 years, list the dates and show "unemployed." Include Military service. You should complete all parts. Add pages if needed describe or add additional jobs.
YES ___ NO ___ *May we contact past employers as part of a background check process?*

<u>NAME AND ADDRESS OF EMPLOYER</u>	<u>DATES YOU WERE EMPLOYED</u> (from/to, show Month & Year)	<u>AVERAGE NUMBER OF</u> <u>HOURS PER WEEK</u>
_____	_____ to _____	_____
_____	<u>Supervisor Name and phone #:</u> _____	
_____	<u>Exact Title of Job:</u> _____	

Description of Work: Describe Specific duties, responsibilities and accomplishments in this job. Include job titles of any employees you supervised.

Why did you leave? _____

<u>NAME AND ADDRESS OF EMPLOYER</u>	<u>DATES YOU WERE EMPLOYED</u> (from/to, show Month & Year)	<u>AVERAGE NUMBER OF</u> <u>HOURS PER WEEK</u>
_____	_____ to _____	_____
_____	<u>Supervisor Name and phone #:</u> _____	
_____	<u>Exact Title of Job:</u> _____	

Description of Work: Describe Specific duties, responsibilities and accomplishments in this job. Include job titles of any employees you supervised.

Why did you leave? _____

ADD PAGES IF NEEDED

References:

Name/Title	Relationship to you	Contact Information-Telephone/email

APPLICANT STATEMENTS:

(Read and Initial each statement below.)

_____ I certify that all information I have provided in order to apply for an secure work with this employer is true, complete and correct.

_____ I expressly authorize, without reservation, the employer, its representatives, employees or agents, to contact and obtain information from all references (personal and professional, employers, public agencies, licensing authorities and educational institutions and to otherwise verify the accuracy of all information provided by me in this application, my resume or job interviews.

_____ I hereby waive any and all rights and claims I may have regarding the employer, its agents, employees or representatives, for seeking, gathering and using truthful and non-defamatory information, in a lawful manner, in the employment process and all other persons, corporations, or organizations furnishing such information about me.

_____ I give permission to run a criminal and financial check.

_____ I understand that this employer does not discriminate in employment and no question on this application is used for the purposes of limiting or eliminating any applicant from consideration for employment on any basis prohibited by applicable local, state or federal law.

_____ I understand that this application remains current for only 90 days. At the conclusion of that time, if I have not heard from the employer and still wish to be considered for employment, it will be necessary for me to reapply.

_____ If I am hired, I understand that I am free to resign at any time, with or without cause and with or without prior notice, and the employer reserves the same right to terminate my employment at anytime, with or without cause and with or without prior notice, except as may be required by law.

_____ This application does not constitute an agreement or contract for employment for any specified period or definite duration.

_____ I understand that no supervisor or representative of the employer is authorized to make any assurances to the contrary and that no implied oral or written agreements contrary to the forgoing express language are valid unless they are in writing and signed by the employers City Manager.

_____ I also understand that, if I am hired, I will be required to provide proof of identity and legal authorization to work in the United States and that federal immigration laws require me to complete an I-9 in this regard.

_____ I understand that any information provided by me that is found to be false, incomplete or misrepresented in any respect, will be sufficient cause to (1) eliminate me from further consideration for employment, or (2) may result in my immediate discharge from the employer's service when it is discovered.

YES _____ NO _____ If offered or given employment, do you consent to a physical examination at any time, with may include drug and alcohol testing?

*******DO NOT SIGN UNTIL YOU HAVE READ, ANSWERED, AND/OR INITIALED THE ABOVE APPLICANT STATEMENTS.*******

I certify that I have read, fully understand, and accept all terms of the forgoing information.

Signature of Applicant _____ Date: _____