



CITY OF MONTPELIER

830 Washington St., Montpelier, ID, 83254

Phone: 208-847-0824 | Fax: 208-847-3867 | Email: cityclerk@montpelier.id.gov

PUBLIC WORKS JOB APPLICATION

Full-time Public Works Employee

Type in the fields or print clearly. Check one response for each Yes/No question. Submit the completed application to the City Clerk's Office, 830 Washington Street, Montpelier, ID 83254.

1 APPLICANT INFORMATION

Full legal name

Date

Physical address

City / State / ZIP

Phone

Mailing address (if different)

Email

Available start date

2 QUALIFICATIONS & AVAILABILITY

Do you currently reside within 15 miles of Montpelier?

☐ Yes

☐ No

Do you currently reside within Montpelier city limits?

☐ Yes

☐ No

Do you hold a valid Idaho driver's license?

☐ Yes

☐ No

Do you have a high school diploma or GED?

☐ Yes

☐ No

Are you legally authorized to work in the United States?

☐ Yes

☐ No

Can you generally work a minimum of 40 hours per week?

☐ Yes

☐ No

Can you report on call, day or night, including winter emergencies?

☐ Yes

☐ No

Can you work a rotating weekend schedule?

☐ Yes

☐ No

CITY OF MONTPELIER

WORK HISTORY & EXPERIENCE

Applicant name

List your most recent employment first. Attach additional work history if needed.

3.1 EMPLOYMENT HISTORY

Employer / location

Dates employed (from / to)

Job title

Supervisor / phone

Main duties / equipment used / reason for leaving

3.2 EMPLOYMENT HISTORY

Employer / location

Dates employed (from / to)

Job title

Supervisor / phone

Main duties / equipment used / reason for leaving

3.3 EMPLOYMENT HISTORY

Employer / location

Dates employed (from / to)

Job title

Supervisor / phone

Main duties / equipment used / reason for leaving

4 RELEVANT EXPERIENCE

Check all areas in which you have experience. Add details on page 3.

- ☐ Equipment operation
- ☐ Asphalt / street maintenance
- ☐ Water / sewer lines
- ☐ Snow removal
- ☐ Parks / grounds / cemetery
- ☐ Painting / cleanup / repairs

QUALIFICATIONS & REFERENCES

Applicant name

5 SKILLS, LICENSES & POSITION REQUIREMENTS

Equipment operated, relevant skills, training, licenses and certifications

Do you hold water and/or wastewater state certification?

☐ Yes☐ No

If needed, will you obtain certification within two testing cycles?

☐ Yes☐ No

Certification is required within two testing cycles (approximately one year), or employment is subject to review.

Can you perform the job duties, including lifting at least 50 pounds, with or without reasonable accommodation?

☐ Yes☐ No

Are you willing to serve a one-year probationary period?

☐ Yes☐ No

6 PROFESSIONAL REFERENCES

Provide three people familiar with your work. Please do not list relatives.

Reference 1: Name / title	Phone or email / relationship
Reference 2: Name / title	Phone or email / relationship
Reference 3: Name / title	Phone or email / relationship

7 APPLICANT CERTIFICATION

I certify that the information I provided is true and complete to the best of my knowledge. I understand that false or omitted information may result in rejection of my application or dismissal if employed. I authorize the City of Montpelier to verify my employment history, qualifications and references. This application does not guarantee employment.

Applicant signature	Date
Sign by hand after printing.	