

APPLICATION --- Community Development Specialist II

Southwest Iowa Planning Council
1501 SW 7th Street
Atlantic, IA 50022

Name _____
(First) (Middle Int.) (Last)

Address _____
(Street) (City) (State & Zip Code)

Phone Number _____ Email Address _____

Have you ever filed an application with us before? Yes ___ No ___

If yes, give date _____

Have you ever been employed with us before? Yes ___ No ___

If yes, give date _____

Are you currently employed? Yes ___ No ___

May we contact your present employer? Yes ___ No ___

Are you prevented from lawfully becoming employed in this country because of Visa or Immigration Status? Yes ___ No ___

Proof of citizenship or immigration status will be required upon employment

On what date would you be available for work? _____

Have you been convicted of a felony? Yes ___ No ___

Conviction will not necessarily disqualify an applicant from employment

If Yes, Please explain _____

How did you learn about us?

___ Advertisement

___ Friend/Relative

___ Walk-In

___ Employment Agency

___ Social Media

___ Other

Along with this Application Form, please submit:

- Cover Letter
- Resume
- 3 Professional References
- Equal Employment Opportunity Form (these are available at www.swipco.org or at the SWIPCO offices)

Email these documents, along with this form, to daurine.petersen@swipco.org or mail or drop off at 1501 SW 7th St., Atlantic, IA 50022. Review of applications will begin 1/12/23 and accepted until position is filled.

EMPLOYMENT RECORD

(Attach Sheet if More Space is Needed)

Last (or current) Employer: Name _____

Address _____

Position Held _____ From _____ To _____ Salary _____

Reasons for Leaving _____

Second Last Employer: Name _____

Address _____

Position Held _____ From _____ To _____ Salary _____

Reasons for Leaving _____

Third Last Employer: Name _____

Address _____

Position Held _____ From _____ To _____ Salary _____

Reasons for Leaving _____

APPLICANTS STATEMENT

I certify that answers given herein are true and complete to the best of my knowledge.

I authorize investigation of all statements contained in this application for employment as may be necessary in arriving at an employment decision.

This application for employment shall be considered active for a period of time not to exceed one year. Any applicant wishing to be considered for employment beyond this time period should inquire as to whether or not applications are being accepted at that time.

I hereby acknowledge that any employment relationship with this Company is of an “at will” nature, which means that the Employee may resign at any time and the Employer may discharge Employee at any time with or without cause. It is further understood this “at will” employment relationship may not be changed by any written document or by conduct unless such change is specifically acknowledged in writing by an authorized executive of the Company.

In the event of employment, I understand that false or misleading information given in my application or interview(s) may result in discharge. I understand, also, that I am required to abide by all rules and regulations of the employer.

Signature

Date

SWIPCO is an equal opportunity provider, employer, and lender