

# THE CITY OF CLOVIS WANTS YOU!



The Clovis City Council invites you to apply for openings on the City's Personnel and Planning Commissions.

**The Personnel Commission** acts in an advisory capacity to the City Council with respect to the City's Personnel rules and regulations and competitive service. The Commission is responsible for conducting oral examinations for entry-level positions, certifying an eligibility list of candidates, and hearing appeals to certain Personnel actions as provided in the City's Personnel rules and regulations.

**The Planning Commission** acts in an advisory capacity to the City Council with respect to the land use goals and plans. The Planning Commission evaluates proposals to make sure they fit in with the plan that the community has adopted. Information and application materials about the Personnel and Planning Commissions are available through the City Manager's Office at (559) 324-2060, and on the City website at [www.cityofclovis.com](http://www.cityofclovis.com). **The deadline for submitting applications is 3:00 p.m. on Friday, March 16, 2012.**



# CITY OF CLOVIS

## APPLICATION FOR APPOINTMENT TO COMMISSION OR COMMITTEE

**(Please complete a separate form for each commission or committee appointment desired.)**

Name of Commission or Committee you are interested in serving on: \_\_\_\_\_

Name: \_\_\_\_\_

Home Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Number of Years Clovis Resident: \_\_\_\_\_

Email Address: \_\_\_\_\_

Current Employer & Position: \_\_\_\_\_

Business Address: \_\_\_\_\_

Business Phone: \_\_\_\_\_ Years/Months Employed: \_\_\_\_\_

Please list past or present City Appointments, as well as any other public service appointments or elected positions held with dates served: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Please list all Clubs/Organizations you belong to and any volunteer work you have performed:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

What experience or special knowledge can you bring to your area of interested? Please list occupational experience, if applicable:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

List any affiliation you believe may present a conflict with serving on a City Commission or Committee:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Why do you want to be on the Commission or Committee? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date



# CITY OF CLOVIS

CITY HALL • 1033 FIFTH STREET • CLOVIS, CA 93612

Re: Clovis Personnel Commission

Dear Applicant:

Thank you for your interest in the Clovis Personnel Commission.

The Personnel Commission acts in an advisory capacity to the City Manager and the City Council with respect to the City's Personnel rules and regulations and the competitive service. Members of the Personnel Commission are appointed by the Mayor, subject to approval of the City Council, to fill four-year terms on the Commission, and individuals must be residents of the City to be eligible to serve on the Commission.

The Commission is responsible for conducting oral examinations for entry-level positions and hearing appeals to certain personnel actions as provided in the City's Personnel Rules and Regulations.

The Personnel Commission meets on weekday evenings as needed, but averages one or two meetings per month. Meeting frequency varies, and often meetings will occur on consecutive days. Commission members are compensated for attendance at meetings in the amount of \$35 per meeting.

Enclosed is an application form for your use. If you would like to be considered for appointment to the Personnel Commission, please complete the application and return it to the City Clerk's office by 3:00 p.m. on March 16, 2012. Applications will be forwarded to the City Council at that time.

If you have any questions, please call Jacquie Pronovost at the Clovis City Manager's Office at (559) 324-2063.



# CITY OF CLOVIS

CITY HALL • 1033 FIFTH STREET • CLOVIS, CA 93612

Re: Clovis Planning Commission

Dear Applicant:

Thank you for your interest in the Clovis Planning Commission.

The Planning Commission acts in an advisory capacity to the City Council with respect to the City's land use goals and plans. The Planning Commission evaluates individual proposals to make sure they fit in with the plan that the community has adopted. Members of the Planning Commission are appointed by the Mayor, subject to approval of the City Council, to fill four-year terms, and individuals must be residents of the City to be eligible to serve on the Commission.

The Commission is responsible for reviewing General Plan amendments, evaluating rezoning applications, and approving conditional use permits, tentative maps, and variances. The Commission meets on weekday evenings as needed, but averages one to two meetings per month. Commission members are compensated for attendance at meetings in the amount of \$35 per meeting.

Enclosed is an application form for your use. If you would like to be considered for appointment to the Planning Commission, please complete the application and return it to the City Clerk's office by 3:00 p.m. on March 16, 2012. Applications will be forwarded to the City Council at that time.

If you have any questions, please call Jacquie Pronovost at: (559) 324-2063.