



**APPLICATION FOR COMMITTEE APPOINTMENT**  
*AN EQUAL OPPORTUNITY EMPLOYER*

The Charter Township of Grand Haven (the “Township”) does not discriminate on the basis of religion, race, sex, color, national origin, age, height, weight, familial status, marital status, disability, genetic information, sexual orientation, gender identity, or any other characteristic protected by law in employment or the provision of services.

Although this application may be given consideration, its receipt does not imply that there are open positions or that the applicant will be employed. The Township reserves its right to withdraw any offer of employment at any time. Similarly, the applicant has the right to withdraw this application at any time. If you wish to submit a resume, you may attach it to this application. In addition, you must complete this application and answer **all** questions, even those which relate to information on your resume. Please be sure that all your answers on this application are complete, correct, and truthful. You should understand that any omission of relevant information, any false or misleading statement, or any failure to disclose facts which if known might reflect unfavorably on this application, may result in dismissal even after you are employed.

Today’s Date: \_\_\_\_\_

**Section 1: Personal Information**

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_ MI: \_\_\_\_\_

Street Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Mobile Phone: \_\_\_\_\_ Home Phone: \_\_\_\_\_

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

Are you 18 years old or older?  Yes  No      Are you eligible to work in the U.S.?  Yes  No

Emergency Contact(s): \_\_\_\_\_ Phone: \_\_\_\_\_

Emergency Contact Address: \_\_\_\_\_

**Section 2: Committee Appointment Desired**

Please select all that apply:

|  |  |
|--|--|
| <input type="checkbox"/> Board of Review   | <input type="checkbox"/> North Ottawa Recreation Program |
| <input type="checkbox"/> Building Authority  | <input type="checkbox"/> Parks and Recreation Committee  |
| <input type="checkbox"/> Construction Board of Appeals   | <input type="checkbox"/> Planning Commission             |
| <input type="checkbox"/> Downtown Development Authority/Brownfield Redevelopment/Development Area Citizens Council |  |
| <input type="checkbox"/> Harbor Transit Authority Advisory Board   | <input type="checkbox"/> Zoning Board of Appeals         |
| <input type="checkbox"/> Loutit District Library   |  |

Have you ever applied to the Township before?  Yes  No      When? \_\_\_\_\_

Referred by: 1) \_\_\_\_\_ 2) \_\_\_\_\_

**Section 3: Qualifications – *Please complete, even if attaching a resume***

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Please list any qualifications you have for the committees selected.

**Employment**

|       |       |
|-------|-------|
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**Licenses/Certifications**

|       |       |
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**Education/Knowledge/Special Skills**

|       |       |
|-------|-------|
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**Section 4: Questions**

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**Why are you interested in this committee position?**

**What makes you the best candidate for this committee position?**

## Section 5: References

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Give names of **three work related references**, not related to you, whom you have known at least **one (1) year**. *Please complete all information.*

| Name | Address | Phone # | Years Acquainted / Relationship |
|------|---------|---------|---------------------------------|
|      |         |         |                                 |
|      |         |         |                                 |
|      |         |         |                                 |

## Section 6: Authorization and Waiver

As part of my employment application filed with Grand Haven Charter Township, I have listed my former and/or current employers, as well as additional references. I authorize each former or current employer and each additional reference to communicate directly with Grand Haven Charter Township relative to my employment record and any other relevant information which would or could have a bearing on my ability or inability to adequately perform for Grand Haven Charter Township the job for which I have applied.

I specifically waive any right I have under Section 6 of Michigan Public Act 397 of 1978, as now or subsequently amended (the "Bullard-Plawecki Employee Right to Know Act), to receive written notice if a current or former employer divulges a disciplinary report, letter of reprimand, or other disciplinary action to Grand Haven Charter Township.

I release all former employers, education institutions, law enforcement agencies, and credit reporting services from, and I waive any liability or claim relating to the release of information or opinions, and any employment decisions made by Grand Haven Charter Township as a result thereof.

I understand and agree that Grand Haven Charter Township may conduct a criminal conviction record check (including but not limited to a driving conviction record check) in connection with my application for employment. By signing below, I hereby consent to such record checks and authorize the release of such records.

I certify that all the information submitted by me on this application is true and complete and I understand that if any false information, omissions, or misrepresentations are discovered, my application may also be rejected and, if I am employed, my employment may be terminated. In consideration of my employment, I agree to conform to Grand Haven Charter Township's policies and procedures.

I certify that I have read and understand the provisions of this application. My questions concerning the application, if any, have been asked and answered to my satisfaction.

For purposes of this authorization and waiver, a photocopy of my signature shall have the same force and effect as my original signature.

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Applicant's SIGNATURE

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Applicant's PRINTED NAME

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Date