

# City of Duquesne

## Job Opportunity- City Mechanic

Date: September 15, 2017

Compensation: Health Insurance (As stated in contract)  
Rate: \$15.90

Normal Work Week: Monday thru Friday 7:30 AM to 3:30 PM

Number of Vacancies: (1)

### Job Description and Qualifications

1. Applicant will have to maintain City vehicle fleet
2. Applicant must have knowledge of mechanic equipment
3. Applicant will have to operate snowplow during the winter months.
4. Applicant must have a valid PA Drivers' License.
5. Applicant must be able to lift at least 50 lbs.
6. Applicant must work well with his/her Supervisor and co-workers.
7. Applicant must be able to operate tractor and grass cutting equipment.
8. If needed, the applicant must perform all duties within the Public Works Department.

Please mail completed application and provide resume to:

City of Duquesne  
Attn. City Manager  
12 Sound Second Street  
Duquesne, PA 15110

Via email: [fpiccolino@duquesnepa.us](mailto:fpiccolino@duquesnepa.us)  
Deadline is October 10, 2017

# CITY OF DUQUESNE

## APPLICATION FOR EMPLOYMENT

.....  
We consider applicants for all positions without regard to race, color, religion, sex, national origin, age (over 40), veteran status, non-job-related handicap or disability, or sexual preference (except where a bona fide occupational qualification may exist).  
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(PLEASE PRINT)

Position(s) Applied For \_\_\_\_\_ Date of Application \_\_\_\_\_

Last Name \_\_\_\_\_ First Name \_\_\_\_\_ Middle Name \_\_\_\_\_

Address Number \_\_\_\_\_ Street \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Telephone Number(s) \_\_\_\_\_ Social Security Number \_\_\_\_\_

If you are under 18 years of age, can you provide proof of your eligibility of work? . . .

Yes \_\_\_\_\_ No \_\_\_\_\_

Have you ever filed an application 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? (Proof of citizenship or immigration status will be required upon employment.)

Yes \_\_\_\_\_ No \_\_\_\_\_

On what date would you be available for work? \_\_\_\_\_

Are you available to work: \_\_\_\_\_ Full Time \_\_\_\_\_ Part Time  
\_\_\_\_\_ Shift Work \_\_\_\_\_ Temporary

Are you currently on "lay-off" status and subject to recall?

Yes \_\_\_\_\_ No \_\_\_\_\_

Have you been convicted of or pled guilty or nolo contendere to a felony or a misdemeanor involving dishonesty? (Conviction will not necessarily disqualify an applicant from employment.)

Yes \_\_\_\_\_ No \_\_\_\_\_

If YES, please explain \_\_\_\_\_

WE ARE AN EQUAL OPPORTUNITY EMPLOYER

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Start with your present or last job. Include any job-related military service assignments and
   
volunteer activities. Exclude organizations which indicate race, color, religion, gender, national
   
origin, handicap, or sexual preference.
   
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1. \_\_\_\_\_

Employer	Dates Employed	
	From      To	Work Performed
Address		
Telephone Number(s)	Hourly Rate/Salary	
	Starting    Final	
Job Title	Supervisor	
Reason for Leaving		

2. \_\_\_\_\_

Employer	Dates Employed	
	From      To	Work Performed
Address		
Telephone Number(s)	Hourly Rate/Salary	
	Starting    Final	
Job Title	Supervisor	
Reason for Leaving		

3. \_\_\_\_\_

Employer	Dates Employed	
	From      To	Work Performed
Address		
Telephone Number(s)	Hourly Rate/Salary	
	Starting    Final	
Job Title	Supervisor	
Reason for Leaving		

If you need additional space, please continue on a separate sheet of paper.

Please list any other names you used while employed by any of the above companies.

\_\_\_\_\_

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Special Skills and Qualifications  
 Summarize special job-related skills and qualifications acquired from employment or other experience.

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EDUCATION

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	High School				Undergraduate College/University				Graduate Professional			
School Name & Location												
Years Completed	9	10	11	12	1	2	3	4	1	2	3	4
Diploma/Degree Including G.E.D.												
Describe Course of Study												

Describe any specialized training, apprenticeship, skills and extra-curricular activities.

Describe any honors you have received.

State any additional information you feel may be helpful to us in considering your application.

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