



## CITY OF EL MIRAGE

Human Resources Department  
12145 NW Grand Avenue, El Mirage, AZ 85335  
Website: [www.cityofelmirage.org](http://www.cityofelmirage.org)

623-876-2946 (Office); 623-876-4604 (Facsimile); 623-933-3258 (TDD)

### EMPLOYMENT APPLICATION

HR USE ONLY	
EMP PREF.	
T&E	
ELIGIBLE – NOT ELIGIBLE	
DATE INACTIVE	

All requested information must be furnished. The information you provide will determine whether you are eligible for the position or further examination process. All information contained on the application is subject to verification. Any omission, misstatement or falsification may be cause for rejection of this application, removal of your name from an eligibility list, or discharge from City service. Applications will be accepted only when positions are open.

#### GENERAL INFORMATION (Please type or print legibly with ink)

POSITION APPLYING FOR:		INFORMATION TECHNOLOGY DIRECTOR	
Name	Last Nielsen	First Brandon	M Lance
Address	Street 64 East Main Street	City/State Washingtonville, NY	Zip 10992
Phone	Home 845-497-9756	Cell 845-497-9756	Work 845-469-5590
Email	brandon.nielsen@gmail.com		

#### POLICE POSITIONS ONLY

Are you a U.S. citizen? ☒ Yes ☐ No Are you 21 or over? ☒ Yes ☐ No

Are you currently a City of El Mirage employee? ☐ Yes ☒ No

Are any of your relatives (to include by marriage) employed by the City of El Mirage or serve in an appointed or voluntary capacity with the City of El Mirage? ☐ Yes ☒ No

If yes, please indicate name, position and relationship to you:

Have you ever been convicted of a felony; or, during the past ten (10) years have you ever been convicted of a misdemeanor (other than minor/civil traffic offenses)? **Note:** Reckless operation, hit-and-run, driving under the influence, excessive speeding, and similar charges are not considered minor traffic offenses. *A conviction does not automatically disqualify your application from consideration.* Be sure to include this information as failure to report convictions may result in disqualification from new or continued employment.

☐ Yes ☒ No If yes, give details, including charges, dates, and jurisdiction (court, city, county, and state).

Have you ever been suspended, terminated or forced to resign due to misconduct or unsatisfactory service?

☐ Yes ☒ No

If yes, please explain the circumstances:

#### WORK STATUS (Check all that apply)

##### Regular

- ☒ Full-Time ☐ Part-Time  
☒ Day Shift 8:00 a.m. – 5:00 p.m. only  
☒ Evenings ☒ Nights ☒ Rotating

##### Temporary

- ☐ Full-Time  
☐ Part-Time

If selected, date available for work: July 1, 2013

Salary Requirements: 105000

Do you have the legal right to work in the U.S.?

☐ Yes ☒ No If yes, you will need to show proof of work eligibility to be employed.

If position requires driving a City owned vehicle, please indicate your drivers license type, state and license number:

Class D New York 356 880 813

AN EQUAL OPPORTUNITY EMPLOYER

## EDUCATION, TRAINING AND SKILLS

High School (Indicate name and location of high school attended)  
Rhodes Prep 83rd St B't Amsterdam and B'way, NY, NY

Did you graduate? ☒ Yes ☐ No  
Successful completion of High School Equivalent?  
☐ Yes ☐ No ☐ GED  
If no, identify highest grade completed:

COLLEGE/UNIVERSITY/TRADE SCHOOL	CITY/STATE	DATES OF ATTENDANCE	DEGREE COMPLETED	# OF CREDITS	MAJOR	MINOR
Binghamton University	Binghamton, NY	Aug. '87	June '92	165	Econ	Comp Sci
Mt. St Mary	Newburgh, NY			4	Marketing	
Marist College	Hyde Park, NY			4	Accountin	

List Professional Certificates, Licenses or Memberships.  
LPI, CNTE, MCSE A+, PSS,

List any specialized training you may have received that relates to this position (include number of hours and course content).  
IBM PC Institute - Professional Server Specialist, Calders \_ Linux Professional, IBM PC Institute - NeTeam Solutions Consultant, IBM PC Institute - Internet Connect Certified, CallWare - Certified Network Telephony Engineer

List any equipment that you are able to operate that relates to this position.  
Any and all Computer Related Equipment

Language Proficiency (other than English)  
French, Beginner

Special skills related to the position for which you are applying, i.e. computer skills (software used), typing (indicate speed), etc.

LANGUAGE	SPEAK	READ	WRITE
French	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

I type fairly well. I have never been rated at "Words Per Min"

Provide three (3) professional references that are familiar with your work, other than direct supervisors. Include full name, address and phone number

Hassan Ahmed - Director of IT @ Lafayette 148 - 25 Cross St, New Windsor, NY 12553 (646) 331-3033  
Angela Doering - Former Comptroller @ Town of Blooming Grove - 110 Barnes Rd, Washingtonville, NY 10992 (845) 496-4866  
Diana Derrig - Database Marketing @ Gartner Group - 2952 172 Street, 2nd Floor, Flushing, NY 11358 (516) 512-0912

After reviewing the job description, do you understand the job requirements for the position you are applying for?  
☒ Yes ☐ No

Do you currently have the ability to perform all the essential functions of the position you are applying for with or without reasonable accommodations? ☒ Yes ☐ No

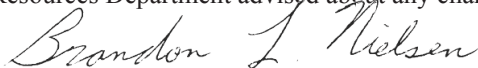
## EMPLOYMENT HISTORY

You may make copies and use as many of these sheets as necessary to continue your employment history. Begin with your present or most recent position. List all jobs, paid or volunteer over the past ten years. **Resumes may NOT be substituted for the requested information. DO NOT** write "See Resume" in the spaces below. Photocopy this page if additional space is required to complete a ten year employment history.

Employer Name: FBM Consulting	Position Title Director of IT	
Address: 87 Tuthill Rd	Starting Salary:	Ending Salary:
City/State/Zip: Blooming Grove, NY 10914	Dates Employed: From: Aug' 92 To: Present	
Phone #: 845-469-5590	Supervisor's Name/Position: Linda Lizzul	
May we contact your employer? <input type="checkbox"/> Yes <input type="checkbox"/> No	Total Time Worked: 20 Years Months	
Duties & Responsibilities: Managed Services Provider and Director of IT Design, Install and Manage Networks Including Servers and VM's. Install and Manage LAN's WAN's and VPN's including Wireless. Design budget and purchasing policies for a diverse client base.		
Reason for Leaving: I wish to relocate my family to Arizona. I have family in Surprise.		
Employer Name: Town of Blooming Grove	Position Title Deputy Supervisor	
Address: 6 Horton Road	Starting Salary:	Ending Salary:
City/State/Zip: Blooming Grove, NY 10914	Dates Employed: From: Jan. 2004 To: Present	
Phone #: 845-469-5590	Supervisor's Name/Position: Frank Fornario	
May we contact your employer? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Total Time Worked: 9 Years 4 Months	
Duties & Responsibilities: Assist in managing town. Develop a 14 million dollar budget. Provide direction for the Departments. Director of IT for the Town.		
Reason for Leaving: I have family in Surprise and I wish to relocate. I no longer like the snow.		
Employer Name:	Position Title	
Address:	Starting Salary:	Ending Salary:
City/State/Zip:	Dates Employed: From: To:	
Phone #:	Supervisor's Name/Position:	
May we contact your employer? <input type="checkbox"/> Yes <input type="checkbox"/> No	Total Time Worked: Years Months	
Duties & Responsibilities:		
Reason for Leaving:		

## CERTIFICATION AND AGREEMENT

By signing this application, I certify that the information on this form is true and complete to the best of my knowledge. Omissions or misstatements of facts may be cause for rejection of this application or dismissal from City service in the event of my employment. I authorize the City of El Mirage to make all necessary and appropriate investigations to verify the information concerning my employment. It is my responsibility to keep the Human Resources Department advised about any changes of address or phone number.

  
APPLICANT SIGNATURE

5/7/13

DATE

## THE CITY OF EL MIRAGE EMPLOYMENT INFORMATION

**EQUAL EMPLOYMENT OPPORTUNITY:** All applicants will be considered for employment without regard to race, religion, color, sex, national origin, age, disability, veteran status or marital status. When advised reasonable accommodations will be made in order for an "otherwise qualified applicant" with a disability to participate in any phase of the recruitment process. Please contact Human Resources to request an accommodation.

**HOW TO APPLY:** Applications are accepted only for announced vacancies. Applications, and any required supplemental information, must be submitted on or before the closing date specified on the bulletin. Resumes may be submitted with the application, but are not accepted in lieu of a City application.

**APPOINTMENT AND PROMOTION:** Employment shall be based upon merit and ability and free of unlawful and political considerations. Promotional opportunities are limited to City employees who meet the necessary requirements.

**EMPLOYMENT BACKGROUNDS:** Employment background checks shall be conducted on all candidates hired to positions with the City. The employment background checks can include but not limited to criminal history, employment-education verification and/or fingerprint identification.

**MEDICAL EXAMINATIONS:** The City designated physician, through medical examinations, determines the fitness of individuals selected for employment for certain positions.

**PROBATION:** An established probation period must be satisfactorily served by each employee.

**EMPLOYMENT ELIGIBILITY VERIFICATION:** The City of El Mirage will require documentation of the legal right to work in the United States as required by the Immigration Reform and Control Act upon hire.

**SMOKE FREE ARIZONA ACT:** The City of El Mirage is a non-smoking environment in accordance with the Smoke-Free Arizona Act.

## THE CITY BENEFIT PROGRAM INCLUDES THE FOLLOWING



- ◆ 10 days annual paid vacation
- ◆ 11 paid holidays annually
- ◆ Sick Leave
- ◆ Health and dental insurance
- ◆ Life Insurance
- ◆ Long Term Disability
- ◆ Supplemental Insurance Programs
- ◆ Wellness Program
- ◆ Retirement Program
- ◆ Deferred Compensation
- ◆ Tuition Reimbursement
- ◆ Flexible Spending Program
- ◆ Other optional benefits
- ◆ Free Parking

*Information contained herein is subject to change and does not constitute an expressed or implied contract. Any provision contained in this bulletin may be modified or revoked without notice.*

City of El Mirage Human Resources Department  
12145 NW Grand Avenue  
El Mirage, AZ 85335 Phone: 623-876-2946 Website: [www.cityofelmirage.org](http://www.cityofelmirage.org)