Application Process

Be sure to write on the top of the application what position you are applying for. We may be advertising more than one position. Applications can be e-mailed to the Personnel Department at personnel@cityofhomer-ak.gov. All applications received by e-mail will receive an acknowledgement. If you do not receive an acknowledgement within 48 hours contact the Personnel Department. Applications will not be accepted after midnight on the closing date. A resume may be attached to the employment application, but all statements on the application must be completed. You should not leave areas blank or write see attached resume on the application. We cannot assume that you have the training and/or experience in an area if not specifically stated. Resumes do not provide all the information that is required on our application. Failure to provide this information or fully complete your application may cause you to be considered not qualified for a position which you may otherwise have been considered qualified.

Applications will be forwarded to the appropriate department director after the closing date. If selected for an interview you will be notified by the department. Applicants not considered will be sent a letter.

Once a position is filled, all applications received are kept on file for one year. If a future opening occurs that you are interested in you are required to complete a new application. The Personnel Department can no longer we resubmit your previous application for consideration.

If you have any questions you may contact the Personnel Department by phone at (907) 235-8121 ext 2225 or by email at personnel@cityofhomer-ak.gov

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