

**APPLICATION FOR APPOINTMENT
MECHANICSBURG BOROUGH PLANNING COMMISSION**

Name: _____ Date: _____

Home address: _____

Borough resident since _____ Home phone: _____ Business phone: _____

Fax number: _____ E-mail address: _____

Occupation: _____ Current employer: _____

(1) The Planning Commission has a business meeting once a month for approximately two (2) hours, depending on the size and complexity of its agenda. A workshop session is typically held once a month (2 to 3 hours) to develop or review special projects. One hour of preparation time is typical for each hour of meeting time. There may be special meetings as required. Are you currently involved in activities that may conflict with your time commitment to this office? How can these conflicts be resolved?

(2) Have you volunteered or been affiliated with other community groups, government, or professional associations? If so, please list those activities and how you were involved.

<i>Group</i>	<i>Activity</i>
_____	_____
_____	_____
_____	_____

(3) Identify and describe the traits you possess that qualify you for the position.

(4) Identify and describe skills and experiences you possess.

<i>Analytical Skills</i>		<i>Experiences</i>
<input type="checkbox"/> Read ordinances	<input type="checkbox"/> Read plans	<input type="checkbox"/> Natural resources
<input type="checkbox"/> Read maps	<input type="checkbox"/> Others (please list below)	<input type="checkbox"/> Construction trades
		<input type="checkbox"/> Agriculture
		<input type="checkbox"/> Local government
		<input type="checkbox"/> Business/commercial
		<input type="checkbox"/> Others (please list below)

(5) Describe any special training you have or may need to assist you as a member of the Planning Commission.

(6) Why would you like to be a member of the Planning Commission?

(7) Additional comments.

I have read and understand the Mechanicsburg Borough Planning Commission Member Job Description, and I am willing to serve should I be offered this appointment.

Candidate signature _____ Date _____

Return completed application to the Mechanicsburg Borough Manager, 36 W. Allen Street, Mechanicsburg, PA 17055 by the date indicated in the vacancy announcement. Resume and extra pages may be attached if desired.