

# MATANUSKA-SUSITNA BOROUGH

## Human Resources Division

350 East Dahlia Avenue • Palmer, Alaska 99645  
 Phone (907) 861-8404 • Fax (907) 861-8444



## APPLICATION FOR COMMUNITY SERVICE WORK

### COMMUNITY SERVICE OPPORTUNITIES:

The Matanuska-Susitna Borough's acceptance of this application for community service work does not guarantee that there is work available for the applicant; and further, does not obligate the Borough to provide work for the applicant. If you are interested in one of the below sites please contact them directly to see if community service work is available.

<b>Parks and Recreation</b> 350 E. Dahlia Ave. Palmer, AK 99645 Warren Templin 861-7661	<b>Central Landfill</b> N. 49 <sup>th</sup> State St. Palmer, AK 99645 Macey Shapiro 861-7606	<b>Brett Memorial Ice Arena</b> 746 E. Bogard Rd. Wasilla, AK 99654 Joe Miner 861-7692	<b>Big Lake Library</b> 3140 S. Big Lake Rd. Big Lake, AK 99652 Jo Cassidy 861-7636
<b>Sutton Library</b> 11317 N. Jonesville Mine Rd Sutton, AK 99674 Nancy Bertels 861-7633	<b>Talkeetna Library</b> 23151 S. Talkeetna Spur Rd. Talkeetna, AK 99676 Ann Yadon 861-7647	<b>Trapper Creek Library</b> 8901 E. Devonshire Rd. Trapper Creek, AK 99683 Jennie Earles 861-7651	<b>Willow Library</b> Mi. 69 Parks Highway Willow, AK 99688 Julie Mitchell 861-7658

**INSTRUCTIONS:** Please type or print clearly in ink. You must attach your official court ordered document. This document must include your charged offence and the number of required community service hours.

### PERSONAL INFORMATION:

Name: \_\_\_\_\_ Birth Date (if under 18): \_\_\_\_\_

Social Security No.: \_\_\_\_\_ Driver's License No.: \_\_\_\_\_

Phone: \_\_\_\_\_ How were you referred for service: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Physical Address: \_\_\_\_\_

Emergency Contact Name: \_\_\_\_\_

Emergency Contact Relationship: \_\_\_\_\_ Phone: \_\_\_\_\_

Have you been convicted of a felony?  No  Yes If yes, date of conviction: \_\_\_\_\_

If yes, you must provide an explanation, even if you received a suspended imposition of sentence.

Have you been convicted of a misdemeanor?  No  Yes If yes, date of conviction: \_\_\_\_\_

If yes, you must provide an explanation, even if you received a suspended imposition of sentence.

**EDUCATION AND TRAINING HISTORY:**

High School Attended: \_\_\_\_\_ Highest Grade Completed: \_\_\_\_\_

College/Technical School Attended: \_\_\_\_\_ Graduated:  No  Yes

Describe Job Skills/Work Experience/Area of Interest:

To the extent consistent with public records laws, the information contained herein will be considered confidential. This form and all attachments are the property of the Matanuska-Susitna Borough.

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parent or Guardian Signature (if under 18)

\_\_\_\_\_  
Date

**FOR DEPARTMENT USE ONLY:**

Position Assigned: \_\_\_\_\_ Location: \_\_\_\_\_

Employee Providing Direct Supervision: \_\_\_\_\_

Date Work to Commence: \_\_\_\_\_ Date Work to Complete: \_\_\_\_\_

Total Hours Needed: \_\_\_\_\_ Hours/Days of Work: \_\_\_\_\_

\_\_\_\_\_  
Division Supervisor Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Department Director Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Human Resources Director Signature

\_\_\_\_\_  
Date