

Applicant Interest Card Program

Persons interested in employment with the City of Creedmoor may complete an applicant interest card for each position for which they wish to apply. These cards will be maintained for a period of six months. When a position becomes available, the interest card will be mailed to notify the party of the opening.

Instructions for interested applicants

1. Access job descriptions for all positions within the City by viewing the binder available at the Water Department desk at City Hall.
2. Retrieve a blank "Applicant Interest Card" from the front of the binder.
3. Complete Sections I & II as shown below.
4. Hand the completed card to the Water Department desk staff at City Hall.

City of Creedmoor P.O. Box 765 111 Masonic Street Creedmoor, NC 27522		
Section I	Mr. John Doe _____	
	1234 Maple Avenue _____	
	My City, State 12345 _____	

Section II	Date _____
	Name _____
	I am interested in (list position) _____
	Telephone _____
	Email Address _____
<p>The position for which you expressed an interest in applying has become available. To apply for the position, (1) Pick-up an application at City Hall or download from www.cityofcreedmoor.org; and (2) Either drop off the completed application in person, email to hr@cityofcreedmoor.org, or mail to HR, P.O. Box 765, Creedmoor NC 27522.</p>	
	
<p>Thank you for your interest in employment with the City of Creedmoor!</p> <p>Application Deadline _____</p>	