



Town of Prescott Valley  
7501 E. Civic Circle, Prescott Valley, AZ 86314  
Phone: (928)759-3100 • Fax: (928)759-3125

**Application for Membership  
PERSONNEL BOARD**

Thank you for your interest in volunteering to serve on the Personnel Board. Community involvement is essential to the success of this endeavor.

Commissioners serve in an advisory capacity to the Town Council. Commission meetings shall be held as needed and members are expected to attend all meetings; however, if a situation arises such that they cannot attend, they are asked to give at least 24 hours notice to the staff liaison.

*Please print or type all answers*

Name Janet Lynn Lamb  
Mailing address \_\_\_\_\_  
Residence \_\_\_\_\_  
Home phone \_\_\_\_\_  
Email \_\_\_\_\_  
Occupation Retired

A. Do you have any special training or educational background skills in personnel management?

*Human Resources Mgmt Certificate  
20+ years Leading Employee Relations, Compensation, Benefits, Safety, Payroll, HRIS, PeopleSoft, PeopleTRAK*

B. Briefly describe why you are interested in being on the Prescott Valley Personnel Board:

*To bring my education and experience to the City to assist in creating a positive working experience to all.*

C. Would you be available for day or evening meetings? Both?

D. Please list any additional information about your knowledge, skills or abilities that would assist the Town Council in selection of members.

*Taught HR Certificate Programs in various Colleges and Technical Learning Centers. Multi-state locations, including Arizona, Colorado, California, Washington, Idaho, Wisconsin, Ohio. Standardized Policies & Procedures & pay messages.*

*A candidate for volunteer service must complete, sign and submit the standard Town Volunteer Application form prior to being considered. All prospective volunteers that are being considered for service shall submit to a criminal history background check and, if requested, a check of the applicant's driving record. The Town may, at its option, retain an outside vendor to conduct a background check of each applicant or require any or all applicants to submit a full set of fingerprints for the purpose of obtaining a state and federal criminal history of an applicant. Every offer extended to volunteers will be conditioned upon the successful completion of a background and/or fingerprint check.*

Janet Lynn Lamb  
Signature of Applicant

2-11-13  
Date

