



**Town of Prescott Valley**

Town Council Office  
7501 E. Civic Circle, Prescott Valley, AZ 86314  
Phone: (928) 759-3100 • Fax: (928) 759-3125  
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**Application for Membership  
PERSONNEL BOARD**

Board members serve in an advisory capacity to the Town Council. Board 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.

**Important Instructions:** You may scan and email, mail, fax or drop off your signed application at the Town Council Office at the address or fax number or email above. All applications will be submitted to the Town Council for consideration.

- Please type or print. Do not use pencil.
- Use additional sheets if necessary.
- Access our Town website at [www.pvaz.net](http://www.pvaz.net) in advance of submitting the application should you need additional information.
- A separate application is required for each board or commission applied for.
- Read all information/disclaimers on this application.
- Sign and date the application and waiver on pages 1 and 2.

Name: LeQuesne Genevieve Vivian  
Last First Middle

Mailing address: \_\_\_\_\_

Residence: \_\_\_\_\_

Home phone: \_\_\_\_\_

Email: \_\_\_\_\_

Occupation: Administration Assistant for the Prescott Valley Police Dept.

A. Do you have any special training or educational background skills in personnel management?  
I do not but I feel that the past 14 years working for the Town in 2 different Departments has helped me understand Town Policies. I have kept track of old/new policies and updated town folders to make sure the current listing is available to all town employees.

B. Briefly describe why you are interested in being on the Prescott Valley Personnel Board:  
This board is very important for employees to recognize and help when needed. I have the time now to Volunteer my services and would like the opportunity to do so with this board as needed.

C. Would you be available for day or evening meetings? Both?  
Both but would prefer afternoons.

D. Please list any additional information about your knowledge, skills or abilities that would assist the Town Council in selection of members:  
I am the "go to" person of Town Policies and General Orders. When command staff enters an Administrative Review number I help them research Town Policies and General Orders on specific topics for them to do their reports.

*Genevieve LeQuesne*  
Signature of Applicant

2/9/15  
Date

RECEIVED FEB 10, 2015