



MONTANA STATE LEGISLATURE

Application for Employment

Rev. 2012

Submit this form via email, fax, or mail, along with any other appropriate information and/or resume, to leghr@mt.gov or Legislative Services Division - Financial and Human Resource Office, Room 154, State Capitol, Helena MT 59620 fax 444-3971. The deadline for submitting regular session applications is **November 16**, though applications and resumes will be reviewed before this deadline.

Last Name: _____ First Name: _____ Middle Initial: _____

Helena _____ Address: _____

Other Address: _____

Telephone-1: _____ Telephone-2: _____

E-mail Address: _____

Select Position(s) desired from list:

Any
Administrative Aide
Assistant Bills Distribution Clerk
Supply Clerk
Word Processor
Bills Clerk
Bills Coordination Clerk
Bills Distribution Clerk
Reading Clerk
Safety/Facilities Coordinator
Status Input Technician
Amendments Coordinator
Assistant Sergeant at Arms – Page Supervisor

Assistant Secretary of the Senate
Assistant Chief Clerk
Sergeant at Arms
Word Processing Supervisor
Secretary to Leadership
Aide to Leadership
Administrative Services Supervisor
Voting Clerk
Secretary to Secretary of the Senate
Journal Clerk
Committee Secretary
Assistant Sergeant at Arms – Safety/Facilities

Legislative Experience:

Year	Position

Other Work Experience:

Years	Firm Name & City	Position	Supervisor



MONTANA STATE LEGISLATURE

Application for Employment

Rev. 2012

Special Skills:

word processing, other computer experience, typing, shorthand, etc.

Known by these legislators:

References:

Why do you want to work for the legislature?

Signature: _____

Date: _____