



APPLICATION FOR SUPERVISOR U PROGRAM

IMPORTANT – Please follow instructions. If you do not complete the application according to the instructions, YOUR APPLICATION WILL NOT BE CONSIDERED.

SECTION ONE: PERSONAL INFORMATION

Last Name	First	Middle	Employee ID Number
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Current Job Title	Current Department/Division/Section
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Current Location/Address	Supervisor's Name/Work Phone
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Work Phone	Work Cell	Work E-mail
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Home Address	City	Zip
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Home Phone	Mobile/Cell Phone	Home E-mail
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How long have you worked for the City of Tulsa?

Yes ____ **No** ____
Have you previously participated in a Supervisor Development Program?

Please list the program(s) in which you have participated and where:



SECTION TWO: EMPLOYMENT BACKGROUND

Please give a brief description of responsibilities in your current position:

Please give a brief description of your employment history:

SECTION THREE: EDUCATION

Summarize your educational background, including occupational, vocational and technical training, schools attended, degrees/certificates awarded, field of study, as well as any other training or skills you have received.



SECTION FOUR: CANDIDATURE QUESTIONS

Please answer the following questions on a separate sheet of paper. **Reserve your answers to no more than two 8.5"x11" sheets of paper to answer all of the questions.** (Staple to your application.)

1. Why are you interested in the Supervisor U program?
2. Why do you think that you should be part of this program? (*Be specific.*)
3. What do you hope to gain from participation in the program?
4. Why should Supervisor U be interested in you?
5. What will you as an individual bring to the program?

SECTION FIVE: COMMITMENT

Candidates for Supervisor U Program must have the time and desire to participate in the program.

Successful completion of the Supervisor U program requires:

- Full attendance at the Orientation
- Maintain a minimum level of 80 percent attendance in the total program
- Maintain a proficient level of performance at your current job

Full support from the participant's Supervisor is required for the time needed to participate effectively in Supervisor U Program.

If selected, this employee will have my full support to participate in the Supervisor U Program.

Supervisor's Name

Title

Supervisor's Signature

Date

Applicant's Signature

Date

SECTION SIX: APPLICATION SUBMISSION INSTRUCTIONS

Complete packet must be presented to:

City of Tulsa Human Resources
Employment Section
175 East 2nd Street, 2nd Floor
no later than the end of the closing date.

Please contact the front desk of the Human Resources Employment Section with any questions.