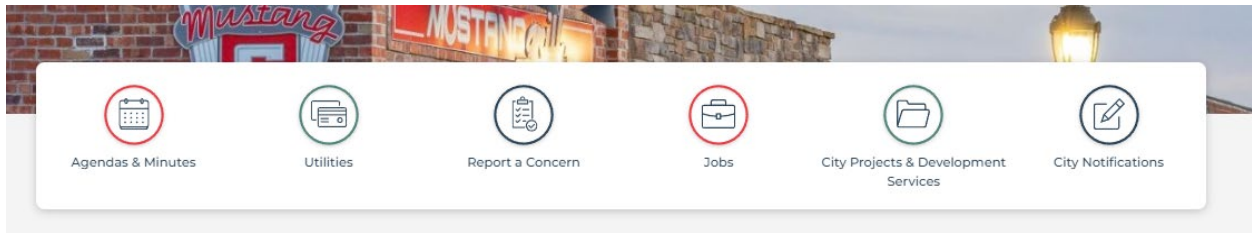
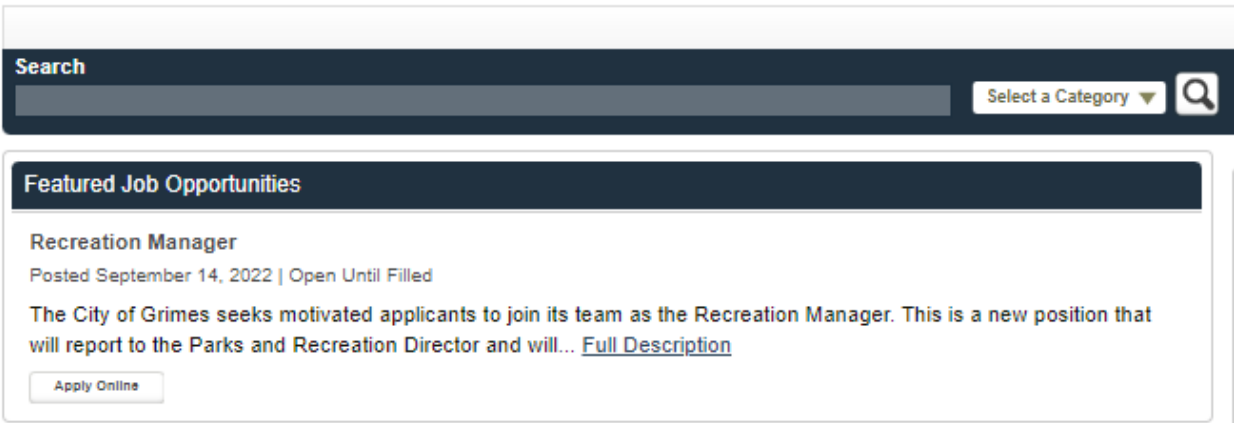


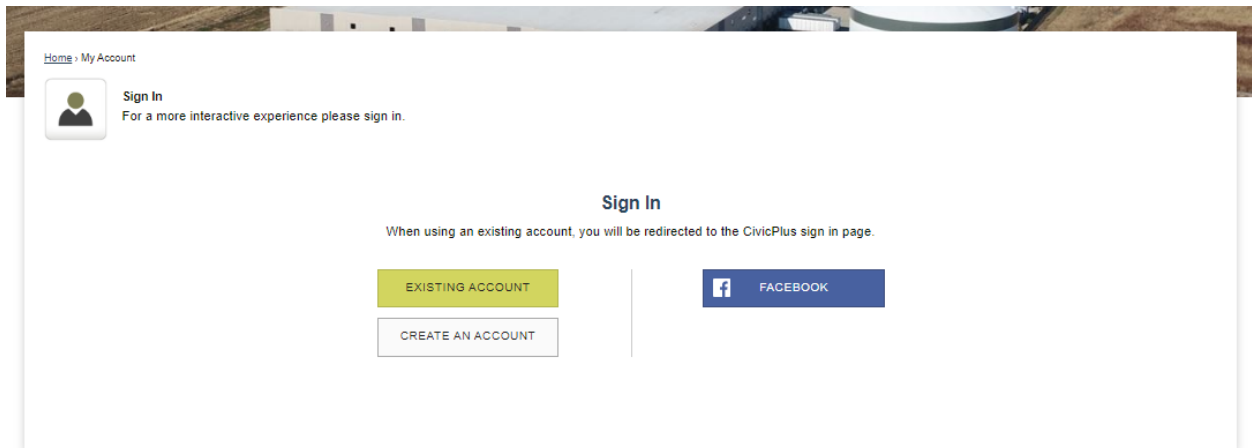
Click on Jobs button



Click Apply Online below desired job



Sign in to Existing Account or Create an Account



Go back to the Job Posting and select Apply Online

Click on all the items under Profile on the left side of the screen. They will have a green check mark once they are completed.

Online Job Application

Logged in as: wtucker@grimesiowa.gov [Logout](#)

Selected Job: Recreation Manager [View Job Listings](#)

[Submit Application](#) [Preview Application](#) [Edit Profile](#) [View My History](#)

Profile:

- [✓ Login/Email](#)
- [✓ Contact](#)
- [✓ Personal](#)
- [✓ Education](#)
- [✓ Military](#)
- [✓ Employment](#)
- [✓ References](#)
- [Upload Documents](#)

Actions:

- [Submit Application](#)
- [Preview Application](#)
- [Edit Profile](#)
- [View My History](#)
- [Logout](#)
- [Job Listings](#)
- [Upload Documents](#)

Application History

Job applications will be deleted on a regular basis, if you wish to keep a permanent copy for your records, please click on 'Open PDF' and print.

Job Title	Date/Time Submitted	View Application
Recreation Manager	9/14/2022 10:28:54 AM	Open PDF

Upload documents will also allow you to submit multiple documents including a resume and cover letter.

At the top of the page there is an option to Preview Application. Please click Submit Application to send your completed application to the City.

Online Job Application

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Selected Job: Recreation Manager [View Job Listings](#)

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- [Submit Application](#)
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- [Edit Profile](#)
- [View My History](#)
- [Logout](#)
- [Job Listings](#)
- [Upload Documents](#)

Upload Documents

Please upload any supporting documents, such as a resume or certifications.

[Upload Documents Here](#)

Clicking Save, Previous or Continue saves your answers.

Please contact wtucker@grimesiowa.gov with any questions about the online application or tjohnson@grimesiowa.gov with any questions about the open position.