



**Esmeralda Z. Soria  
Councilmember, District One  
Council Aide Application**

**COUNCIL AIDE**

Council Aides provide valuable work experience directly related in an office and field setting. Council Aide assists with community outreach, constituency services, events, research and special projects.

A Council Aide will receive hands-on experience in a field of municipal operations.

A Council Aide should be available to work between 20 to 29 hours per week.

**REQUIREMENTS FOR COUNCIL AIDE**

1. Must be at least 18 years of age.
2. Applicant must submit a personal letter expressing their interest in becoming a Council Aide.
3. Applicant must submit a resume with the application.
4. Applicant must provide 1 professional and 1 personal reference.
5. Applicant must submit all requested documents via email below to District 1.

**HOW TO APPLY:**

Return the following items --

Email: [District1@fresno.gov](mailto:District1@fresno.gov)

For questions, please feel free to contact District 1 at 559-621-7817.



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<b>Applicant Information</b>		
Last Name	First Name	Date
Street Address		Apt/Unit
City	State	Zip
Phone	Cell Phone	
Email address		

<b>Availability</b>							
Please check your general availability	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Morning							
Afternoon							
Evening							

<b>Experience/Education and Skills</b>	
Current employment status: <input type="checkbox"/> Full-time <input type="checkbox"/> Part-time <input type="checkbox"/> Not Employed	
Current or most recent paid position held:	
Are you currently a full-time or part-time student? <input type="checkbox"/> Full-time student <input type="checkbox"/> Part-time student	Please indicate school:
Level <input type="checkbox"/> Freshmen <input type="checkbox"/> Sophomore <input type="checkbox"/> Junior <input type="checkbox"/> Senior <input type="checkbox"/> Graduate student	Areas of study (major):
Do you speak any other languages? <input type="checkbox"/> Yes <input type="checkbox"/> No	If yes, please list language: <input type="checkbox"/> Fluent <input type="checkbox"/> Semi-Fluent <input type="checkbox"/> Basic



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**Areas of Proficiency**

- |  |                                |   |                                    |
|--|--------------------------------|---|------------------------------------|
| <input type="checkbox"/> Customer Service      | <input type="checkbox"/> Word  | <input type="checkbox"/> Powerpoint                   | <input type="checkbox"/> Publisher |
| <input type="checkbox"/> Strong Writing Skills | <input type="checkbox"/> Excel | <input type="checkbox"/> Virtual Meetings             | <input type="checkbox"/> Outlook   |
| <input type="checkbox"/> Social Media          | <input type="checkbox"/> Canva | <input type="checkbox"/> Other, please explain: _____ |                                    |

**Personal Information**

Why are you interested in serving as a Council Aide in our office?

What specific experience would you like to gain through this position?

Describe your long-term career goals:

**Professional References**

Name	Relationship and contact info (e-mail and/or phone number)



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**Disclaimer and Signature**

I certify that my answers are true and complete to the best of my knowledge. If this application leads to a position in the District 1 office, I understand that false or misleading information in my application may result in my release.

Signature:

Date: