

**CITY OF EL PASO, TEXAS  
AGENDA ITEM  
DEPARTMENT HEAD'S SUMMARY FORM**

**DEPARTMENT:** Municipal Court  
**AGENDA DATE:** December 4, 2023  
**CONTACT PERSON NAME AND PHONE NUMBER:** Lilia Worrell, 212-5822  
**DISTRICT(S) AFFECTED:** All  
**STRATEGIC GOAL: NO. 2:** Set the Standard for Safe and Secure City

**SUBJECT:**

**APPROVE a resolution / ordinance / lease to do what? OR AUTHORIZE the City Manager to do what? Be descriptive of what we want Council to approve. Include \$ amount if applicable.**

Discussion and action on the appointment of two candidates to fill vacancies for Substitute Associate Municipal Court Judges per El Paso City Code 2.44.030 to fill terms from January 1, 2024 through Dec 31, 2027.

The candidates are:

**Courtney Bowie**  
**Melissa Warrick**

**BACKGROUND / DISCUSSION:**

**Discussion of the what, why, where, when, and how to enable Council to have reasonably complete description of the contemplated action. This should include attachment of bid tabulation, or ordinance or resolution if appropriate. What are the benefits to the City of this action? What are the citizen concerns?**

There are currently four vacancies for Substitute Associate Municipal Court Judges. Four candidates submitted applications; 1 candidate withdrew his name from consideration. All candidates are qualified. One city representative submitted three names to the City Manager's office.

These positions serve as substitutes for the elected and appointed municipal court trial judges at trial and other court hearings; they preside over arraignments; they serve as magistrates on graveyard shifts; duties allowed by the City Code.

Council will appoint the candidates to serve as Substitute Associate Municipal Judges in accordance with the City Code Chapter 2.44. Although the City Code does not require the recommendation of the Presiding Judge, a recommendation was solicited from Presiding Judge Daniel Robledo. The Presiding Judge is more familiar with the legal community and since he will supervise the associates, his input is valuable. City Council is not bound by the Judge's recommendation. The Presiding Judge does not have any objection to the appointment of any of the candidates.

**PRIOR COUNCIL ACTION:**

**Has the Council previously considered this item or a closely related one?**

Yes, it is City Council who appoints Substitute Associate Municipal Judges in accordance with City Code Chapter 2.44. City Council previously appointed Substitute Associate Municipal Judges on February 3, 2021.

**AMOUNT AND SOURCE OF FUNDING:**

**How will this item be funded? Has the item been budgeted? If so, identify funding source by account numbers and description of account. Does it require a budget transfer?**

The item has been budgeted in the **Judiciary budget** -  
General Fund. Dept # 111  
Fund 1000 Division 11060 Account 50100

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**BOARD / COMMISSION ACTION:**

**Enter appropriate comments or N/A**

N/A

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\*\*\*\*\*REQUIRED AUTHORIZATION\*\*\*\*\*

**DEPARTMENT HEAD:**

*Liliana Worrell*

**(If Department Head Summary Form is initiated by Purchasing, client department should sign also)**  
*Information copy to appropriate Deputy City Manager*

**RESOLUTION**

**BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EL PASO:**

That the following Substitute Associate Municipal Judges be appointed in accordance with the El Paso City Code Section 2.44.030, to serve four-year terms beginning on January 1, 2024 and expiring on December 31, 2027.

Appointments:

Courtney Bowie  
Melissa Warrick

**APPROVED** this \_\_\_\_ day of December, 2023.

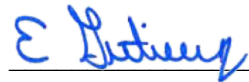
**CITY OF EL PASO:**

\_\_\_\_\_  
Oscar Leeser, Mayor

**ATTEST:**

\_\_\_\_\_  
Laura D. Prine, City Clerk

**APPROVED AS TO FORM:**



\_\_\_\_\_  
Eric Gutierrez  
Senior Assistant City Attorney

**APPROVED AS TO CONTENT:**



\_\_\_\_\_  
Lilia A. Worrell  
Director for Municipal Court

## EMPLOYMENT APPLICATION



CITY OF EL PASO  
300 N. Campbell  
El Paso, Texas 79901  
915-212-0045  
<http://www.elpasotexas.gov>  
Bowie, Courtney J  
A7718-0923 ASSOCIATE MUNICIPAL JUDGE

Received: 10/5/23 1:29 PM  
For Official Use Only:  
QUAL: \_\_\_\_\_  
DNO: \_\_\_\_\_  
 Experience  
 Training  
 Other: \_\_\_\_\_

## PERSONAL INFORMATION

POSITION TITLE: ASSOCIATE MUNICIPAL JUDGE		EXAM ID#: [REDACTED]
NAME: (Last, First, Middle) Bowie, Courtney J		SOCIAL SECURITY NUMBER: N/A
ADDRESS: (Street, City, State/Province, Zip/Postal Code) [REDACTED]		EMAIL ADDRESS: [REDACTED]
HOME PHONE: [REDACTED]		
DRIVER'S LICENSE: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	DRIVER'S LICENSE: State: TX Number: [REDACTED]	
What is your highest level of education? Doctorate		

## PREFERENCES

ARE YOU WILLING TO RELOCATE? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Maybe
WHAT TYPE OF JOB ARE YOU LOOKING FOR? Regular
TYPES OF WORK YOU WILL ACCEPT: Part Time
SHIFTS YOU WILL ACCEPT: Day, Evening, Night, Rotating, Weekends, On Call (as needed)
OBJECTIVE: Continue to grow within the legal profession while specifically taking on responsibilities that sharpen my skills as it pertains to leading both court proceedings as well as alternative dispute resolution such as arbitration.

## EDUCATION

DATES: From: 8/2016 To: 5/2019	SCHOOL NAME: Thurgood Marshall School of Law	
LOCATION: (City, State/Province) Houston, Texas	DID YOU GRADUATE? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	DEGREE RECEIVED: Professional
MAJOR: Law	UNITS COMPLETED: 120 - Semester	
DATES: From: 8/2009 To: 5/2013	SCHOOL NAME: University of Phoenix	
LOCATION: (City, State/Province) Houston, Texas	DID YOU GRADUATE? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	DEGREE RECEIVED: Bachelor's
MAJOR: Business and Management	UNITS COMPLETED: 120 - Semester	

## WORK EXPERIENCE

DATES: From: 1/2022 To: Present	EMPLOYER: Bowie Urbina Law, PLLC	POSITION TITLE: Attorney/Partner
ADDRESS: (Street, City, State/Province, Zip/Postal Code) 8340 Gateway E Suite 201, El Paso, Texas, 79907		COMPANY URL: Bowieurbinlaw.com
PHONE NUMBER: 915-703-1393	SUPERVISOR: Self - Attorney/Partner	MAY WE CONTACT THIS EMPLOYER? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
HOURS PER WEEK: 65	SALARY: \$6,000.00/month	# OF EMPLOYEES SUPERVISED: 3
DUTIES: Manages JV operations with Wronged in Texas Law Firm for Personal Injury and Criminal Defense cases. Manages Business Law Clients both start ups and existing businesses. Meets with current and potential clients to advise on legal issues. Prepares pleadings and files lawsuits. Conducts discovery for cases in litigation. Prepares demands and participates in formal/informal settlement negotiations. Attends hearings and argues/defends motions. Conducts Arbitrations for Texas Comptroller. Supervises/trains staff.		
DATES: From: 8/2021 To: 1/2022	EMPLOYER: Garcia Bowie, PLLC	POSITION TITLE: Attorney/Partner
ADDRESS: (Street, City, State/Province, Zip/Postal Code) 112 Texas Ave, El Paso, Texas, 79912		COMPANY URL: Garcibowelaw.com
PHONE NUMBER: 936-522-7085	SUPERVISOR: Self - Attorney/Partner	MAY WE CONTACT THIS EMPLOYER? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

HOURS PER WEEK: 80	SALARY: \$0.00/month	# OF EMPLOYEES SUPERVISED: 0
DUTIES: Assisted with Criminal Defense Docket. Managed Business Law Clients both start ups and existing businesses. Met with current and potential clients to advise on legal issues. Prepared pleadings and filed lawsuits. Conducted discovery for cases in litigation. Prepared demands and participated in formal/informal settlement negotiations. Attended hearings and argued/defended motions. Conducted Arbitrations for Texas Comptroller. Supervised/trained staff.		
REASON FOR LEAVING: Breach of Contract and Professional differences		
DATES: From: 3/2020 To: 8/2021	EMPLOYER: Clarke Law, PLLC	POSITION TITLE: Associate
ADDRESS: (Street, City, State/Province, Zip/Postal Code) 7322 Southwest Freeway, Houston, Texas, 77074		
PHONE NUMBER: 713-339-3988	SUPERVISOR: Peter Clarke - Managing Partner	MAY WE CONTACT THIS EMPLOYER? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
HOURS PER WEEK: 60	SALARY: \$6,250.00/month	# OF EMPLOYEES SUPERVISED: 2
DUTIES: Met with current and potential clients to advise on legal issues. Prepared pleadings and filed lawsuits. Conducted discovery for cases in litigation. Prepared demands and participated in formal/informal settlement negotiations. Attended hearings and argued/defended motions. Provided analysis for all cases in litigation. Prepared weekly/monthly reports for managing partner. Attended and participated in AAA arbitrations. Conducted Arbitrations for Texas Comptroller. Supervised/trained staff.		
REASON FOR LEAVING: Relocating to El Paso		
DATES: From: 1/2020 To: 8/2020	EMPLOYER: The Law Office of Courtney Bowie, PLLC	POSITION TITLE: Attorney/Partner
ADDRESS: (Street, City, State/Province, Zip/Postal Code) 15406 Hensen Creek Dr, Houston, Texas, 77086		
PHONE NUMBER: 9365227085	SUPERVISOR: Self - Attorney/Partner	MAY WE CONTACT THIS EMPLOYER? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
HOURS PER WEEK: 60	SALARY: \$4,000.00/month	# OF EMPLOYEES SUPERVISED: 0
DUTIES: Client acquisition for areas of practice, Criminal Defense, Personal Injury, and Business Law. Providing legal representation for clients, preparing and filing pleadings, discovery, motion practice, formal and informal settlement negotiations, preparing demands, and other litigation matters leading up to trial.		
REASON FOR LEAVING: Full-time Employment with a law firm		

#### CERTIFICATES AND LICENSES

TYPE: Law License	
LICENSE NUMBER: [REDACTED]	ISSUING AGENCY: Supreme Court of Texas

#### Skills

OFFICE SKILLS: Typing: 120 Data Entry: 0
OTHER SKILLS: Arbitrator - Intermediate - 2 years and 7 months
LANGUAGE(S): English - <input checked="" type="checkbox"/> Speak <input checked="" type="checkbox"/> Read <input checked="" type="checkbox"/> Write

#### ADDITIONAL INFORMATION

Nothing Entered For This Section

#### REFERENCES

Nothing Entered For This Section

The following terms were accepted by the applicant upon submitting the online application:

By clicking on the 'Accept' button, I hereby certify that every statement I have made in this application is true and complete to the best of my knowledge. I understand that any false or incomplete answer may be grounds for not employing me or for dismissing me after I begin work. I understand that I will have to produce documentation verifying identity and employment eligibility in the U.S. I understand that I may be required to verify any and all information given on this application. I understand that this completed application is the property of the City of El Paso and will not be returned. I understand that the City of El Paso may contact prior employers and other references.

I understand that completion of this Application for Employment does not guarantee that I will be employed by the City of El Paso.

I hereby affirm that my answers to these statements and questions are true and correct to the best of my knowledge. I have not knowingly

withheld any fact or circumstance that would, if disclosed, affect my application unfavorably.

I understand that any misrepresentation, deception, or false statement made in this Employment Application may result in my not being considered for employment, and if not discovered by the Company until after my becoming employed, is grounds for, and may result in, my immediate termination.

Application time limit: I understand that application forms are active for the length of the eligible list which is normally six months unless otherwise stated. All persons must reapply after that period.

Falsification: I understand that falsification of information listed on my application or presented to the City of El Paso can be grounds for serious reprimand or termination.

Employment testing: I understand that all required drug tests, pencil-and-paper tests, physical exams, or electronic or other tests will be used in the employment decision.

Condition of Employment: I understand that I must provide official proof of Education (transcripts, diplomas, certificates), driver's license (if required), within 3 days of being contacted with a job offer.

This application was submitted by Courtney J Bowie on 10/5/23 1:29 PM

## EMPLOYMENT APPLICATION



CITY OF EL PASO  
300 N. Campbell  
El Paso, Texas 79901  
915-212-0045

<http://www.elpasotexas.gov>

Warrick, Melissa  
A7718-0923 ASSOCIATE MUNICIPAL JUDGE

Received: 9/16/23 10:26 AM  
For Official Use Only:  
QUAL: \_\_\_\_\_  
DNO: \_\_\_\_\_  
 Experience  
 Training  
 Other: \_\_\_\_\_

## PERSONAL INFORMATION

POSITION TITLE: ASSOCIATE MUNICIPAL JUDGE		EXAM ID#: [REDACTED]
NAME: (Last, First, Middle) Warrick, Melissa		SOCIAL SECURITY NUMBER: N/A
ADDRESS: (Street, City, State/Province, Zip/Postal Code) [REDACTED]		EMAIL ADDRESS: [REDACTED]
HOME PHONE: [REDACTED]		
DRIVER'S LICENSE: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	DRIVER'S LICENSE: State: TX Number: [REDACTED]	
What is your highest level of education? Doctorate		

## PREFERENCES

ARE YOU WILLING TO RELOCATE? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Maybe
WHAT TYPE OF JOB ARE YOU LOOKING FOR? Regular
TYPES OF WORK YOU WILL ACCEPT: Full Time
SHIFTS YOU WILL ACCEPT: Day, Evening, Night, Rotating, Weekends

## EDUCATION

DATES: From: 8/2001 To: 5/2004	SCHOOL NAME: Tulane University Law School	
LOCATION: (City, State/Province) New Orleans, Louisiana	DID YOU GRADUATE? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	DEGREE RECEIVED: Doctorate
MAJOR: Law		
DATES: From: 1/1998 To: 5/2001	SCHOOL NAME: Temple University	
LOCATION: (City, State/Province) Philadelphia, Pennsylvania	DID YOU GRADUATE? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	DEGREE RECEIVED: Bachelor's
MAJOR: Criminal Justice		

## WORK EXPERIENCE

DATES: From: 10/2022 To: Present	EMPLOYER: Law Office of Romero & Warrick PLLC	POSITION TITLE: Partner
ADDRESS: (Street, City, State/Province, Zip/Postal Code) 918 E. San Antonio Ave, El Paso, Texas, 79901		COMPANY URL: www.romerowarricklaw.com
PHONE NUMBER: 915-200-4200	MAY WE CONTACT THIS EMPLOYER? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
HOURS PER WEEK: 40		
DUTIES: Represent indigent clients on misdemeanor and felony cases from pretrial through trial when appointed by the Court. Represent clients on misdemeanor and felony cases pretrial through trial when retained. Represent clients in family law cases, probate cases and personal injury cases from pretrial-trial. Assist in the day to day administration of the law firm.		
DATES: From: 6/2022 To: 9/2022	EMPLOYER: 34th Judicial District Attorney's Office	POSITION TITLE: Assistant District Attorney
ADDRESS: (Street, City, State/Province, Zip/Postal Code) 500 E. San Antonio Ave Suite 200, El Paso, Texas, 79902		
PHONE NUMBER: 915-546-2059	MAY WE CONTACT THIS EMPLOYER? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
HOURS PER WEEK: 80		

<b>DUTIES:</b> Prosecuted felony cases from pretrial to trial. Practiced in the 120th District Court and handled a high volume fast-paced docket. Screened new cases at DIMS and PFILE cases that came through on cases in the 120th. Worked extensively with law enforcement, victims and witnesses to prepare cases for contested hearings and trial.		
<b>REASON FOR LEAVING:</b> Started my own law firm		
<b>DATES:</b> From: 4/2021 To: 6/2022	<b>EMPLOYER:</b> 216th District Attorney's Office	<b>POSITION TITLE:</b> Assistant District Attorney
<b>ADDRESS: (Street, City, State/Province, Zip/Postal Code)</b> 402 Clearwater Paseo, Kerrville, Texas, 78028		
<b>PHONE NUMBER:</b> 8303439102	<b>SUPERVISOR:</b> Melissa Warrick	
<b>HOURS PER WEEK:</b> 40		
<b>DUTIES:</b> First-chair counsel in jury trials and contested hearings, successfully prosecuting cases from grand jury and pretrial discovery through punishment and appeal. Coordinate with others as part of a smaller office, effectively managing an extensive docket and handling new cases each month. Assist local law enforcement investigations and warrant execution.		
<b>REASON FOR LEAVING:</b> Want to change career paths and relocate to El Paso, TX.		
<b>DATES:</b> From: 12/2019 To: 3/2021	<b>EMPLOYER:</b> Spokane County Prosecuting Attorney's Office	<b>POSITION TITLE:</b> Deputy Prosecuting Attorney
<b>ADDRESS: (Street, City, State/Province, Zip/Postal Code)</b> 1100 W. Mallon, Spokane, Washington, 99260		
<b>PHONE NUMBER:</b> 5094773662	<b>SUPERVISOR:</b> Eugene Cruz - Supervisor, Special Assault Unit	<b>MAY WE CONTACT THIS EMPLOYER?</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
<b>HOURS PER WEEK:</b> 35		
<b>DUTIES:</b> Member of the elite Special Assault prosecution unit First-chair counsel in jury trials and contested hearings, successfully prosecuting cases from charging to negotiation and pretrial discovery through punishment and appeal Focus on sex crimes and child abuse prosecution, with additional experience in cases ranging from domestic violence to property crimes Coordinated with others as part of an office of over forty attorneys, effectively managing an extensive docket and handling hundreds of new cases each month Assisted in law enforcement investigations and training		
<b>REASON FOR LEAVING:</b> Relocated to Texas		
<b>DATES:</b> From: 9/2011 To: 11/2019	<b>EMPLOYER:</b> 34th Judicial District Attorney's Office	<b>POSITION TITLE:</b> Assistant District Attorney-Senior Trial Attorney
<b>ADDRESS: (Street, City, State/Province, Zip/Postal Code)</b> 500 E. San Antonio, El Paso, Texas, 79901		
<b>PHONE NUMBER:</b> (915) 546-2059	<b>SUPERVISOR:</b> Michelle Hill - Trial Team Chief-Drug Task Force	<b>MAY WE CONTACT THIS EMPLOYER?</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
<b>HOURS PER WEEK:</b> 40	<b># OF EMPLOYEES SUPERVISED:</b> 0	
<b>DUTIES:</b> Assigned to the DA Drug Task Force.  Prosecute misdemeanor and felony cases from pre-indictment through the trial and punishment.  Screen misdemeanor and felony cases for charging and presentation to the grand jury.  Assist local law enforcement with investigations and search warrants.		
<b>REASON FOR LEAVING:</b> Moved to Washington state.		
<b>DATES:</b> From: 7/2008 To: 5/2011	<b>EMPLOYER:</b> Glendale City Prosecutor's Office	<b>POSITION TITLE:</b> Assistant City Prosecutor
<b>ADDRESS: (Street, City, State/Province, Zip/Postal Code)</b> 6815 N. 57th Ave, Glendale, Arizona, 85301		
<b>PHONE NUMBER:</b> 217-720-1225	<b>SUPERVISOR:</b> Samantha Sycowski 217-720-1225	<b>MAY WE CONTACT THIS EMPLOYER?</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
<b>HOURS PER WEEK:</b> 40	<b># OF EMPLOYEES SUPERVISED:</b> 10	



<b>DUTIES:</b> Prosecuted misdemeanor cases from screening through the trial phase and sentencing.		
Supervised and trained new attorneys in the office.		
Supervised support staff and mediated staff conflicts.		
Screened misdemeanor cases for charging.		
<b>REASON FOR LEAVING:</b> Relocated to TX.		
<b>DATES:</b> From: 8/2004 To: 7/2008	<b>EMPLOYER:</b> Maricopa County Attorney's Office	<b>POSITION TITLE:</b> Deputy County Attorney
<b>ADDRESS:</b> (Street, City, State/Province, Zip/Postal Code) 301 W. Jefferson St., Phoenix, Arizona, 85003		
<b>PHONE NUMBER:</b> 602-506-3411	<b>SUPERVISOR:</b> Beth Beringhaus - Bureau Chief	<b>MAY WE CONTACT THIS EMPLOYER?</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
<b>HOURS PER WEEK:</b> 40	<b># OF EMPLOYEES SUPERVISED:</b> 20	
<b>DUTIES:</b> Prosecuted misdemeanor and felony cases at the pretrial and trial levels for both adults and juveniles.		
Assigned to the Drug Enforcement Bureau.		
Screened felony cases for charging and grand jury presentation.		
Supervised and trained new attorneys in the office.		
<b>REASON FOR LEAVING:</b> Started a new position at the Glendale City Prosecutor's Office.		

#### CERTIFICATES AND LICENSES

<b>TYPE:</b> Arizona State Bar license	
<b>LICENSE NUMBER:</b> [REDACTED]	<b>ISSUING AGENCY:</b> Arizona Supreme Court
<b>TYPE:</b> Texas State Bar License	
<b>LICENSE NUMBER:</b> [REDACTED]	<b>ISSUING AGENCY:</b> Texas Supreme Court
<b>TYPE:</b> Washington State Bar License	
<b>LICENSE NUMBER:</b> [REDACTED]	<b>ISSUING AGENCY:</b> Washington Supreme Court

#### Skills

Nothing Entered For This Section

#### ADDITIONAL INFORMATION

Nothing Entered For This Section

#### REFERENCES

<b>REFERENCE TYPE:</b> Professional	<b>NAME:</b> Patricia Baca	<b>POSITION:</b> Judge, 346th District Court
<b>ADDRESS:</b> (Street, City, State/Province, Zip/Postal Code) 500 E. San Antonio Suite 701, El Paso, Texas 79901		
<b>EMAIL ADDRESS:</b> yvwhitaker@epcounty.com		<b>PHONE NUMBER:</b> [REDACTED]
<b>REFERENCE TYPE:</b> Professional	<b>NAME:</b> Michelle Hill	<b>POSITION:</b> Trial Team Chief-DA Drug Task Force
<b>ADDRESS:</b> (Street, City, State/Province, Zip/Postal Code) 500 E. San Antonio Suite 200, El Paso, Texas 79901		
<b>EMAIL ADDRESS:</b> mhill@epcounty.com		<b>PHONE NUMBER:</b> [REDACTED]
<b>REFERENCE TYPE:</b> Professional	<b>NAME:</b> Kristin Romero	<b>POSITION:</b> Judge, Municipal Court # 2
<b>ADDRESS:</b> (Street, City, State/Province, Zip/Postal Code) El Paso, Texas 79901		
<b>EMAIL ADDRESS:</b>		<b>PHONE NUMBER:</b> [REDACTED]

The following terms were accepted by the applicant upon submitting the online application:

By clicking on the 'Accept' button, I hereby certify that every statement I have made in this application is true and complete to the best of my knowledge. I understand that any false or incomplete answer may be grounds for not employing me or for dismissing me after I begin work. I understand that I will have to produce documentation verifying identity and employment eligibility in the U.S. I understand that I may be required to verify any and all information given on this application. I understand that this completed application is the property of the City of El Paso and will not be returned. I understand that the City of El Paso may contact prior employers and other references.

I understand that completion of this Application for Employment does not guarantee that I will be employed by the City of El Paso.

I hereby affirm that my answers to these statements and questions are true and correct to the best of my knowledge. I have not knowingly withheld any fact or circumstance that would, if disclosed, affect my application unfavorably.

I understand that any misrepresentation, deception, or false statement made in this Employment Application may result in my not being considered for employment, and if not discovered by the Company until after my becoming employed, is grounds for, and may result in, my immediate termination.

Application time limit. I understand that application forms are active for the length of the eligible list which is normally six months unless otherwise stated. All persons must reapply after that period.

Falsification. I understand that falsification of information listed on my application or presented to the City of El Paso can be grounds for serious reprimand or termination.

Employment testing. I understand that all required drug tests, pencil-and-paper tests, physical exams, or electronic or other tests will be used in the employment decision.

Condition of Employment. I understand that I must provide official proof of Education (transcripts, diplomas, certificates), driver's license (if required), within 3 days of being contacted with a job offer.

This application was submitted by Melissa Warrick on 9/16/23 10:26 AM