

CITY OF NORTHAMPTON, MASSACHUSETTS  
HUMAN RESOURCES DEPARTMENT  
(413) 587-1258 - Fax: (413) 587-1303

Promotion/Transfer Request

Name \_\_\_\_\_ Date \_\_\_\_\_

Current Position \_\_\_\_\_ Dept. \_\_\_\_\_

Position applying for \_\_\_\_\_

Dept/Division \_\_\_\_\_

Please provide a brief statement describing your interest in this position

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Please provide a copy of your resume or update your job application on file by describing your work experience here:

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Current CDL/Endorsements and Licenses-(Please provide the licenses so that we may make a copy).

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Any special skills/experience that are not on your resume that would help you be successful in the position that you are applying for?

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All of the information provided is accurate to the best of my ability.

\_\_\_\_\_  
Employee signature

\_\_\_\_\_  
Date