

# Employment Notice

## **Americans with Disabilities Act**

A hard copy application may be obtained at City Hall, Personnel Division, 505 Forest Avenue, Laguna Beach, CA 92651. An applicant requiring reasonable accommodation during the application and selection process due to a qualified disability must inform the Personnel Division at (949) 497-0324 in advance.

## **Agency Shop Agreement**

An Agency Shop Agreement exists between the City of Laguna Beach and the Laguna Beach Municipal Employees' Association (Association). As a result, employees in classifications represented by the Association are required to authorize either Association membership dues or an equivalent service fee within thirty days from date of hire. An employee who is a member of a bona fide religion, body, or sect, which has historically held conscientious objections to joining or financially supporting an employee organization shall, upon verification of active membership in such a religious body satisfactory to the Association, be permitted to make a charitable contribution equal to Association dues to a non-religious, non-labor charitable fund exempt from taxation under IRS Code 501(c) All dues are collected via payroll deduction.

## **Department of Transportation (DOT)**

In compliance with the Department of Transportation (DOT) regulations and the City's policy on random testing for controlled substances and alcohol for commercially licensed drivers, candidates who must maintain a commercial driver's license for the performance of their duties are subject to pre-placement drug testing. Thereafter, all employees who are subject to maintaining a commercial driver's license for the performance of duties will be enrolled as participants in the City's Random Testing Program for Controlled Substances and Alcohol.

## **Equal Opportunity Employer**

The City of Laguna Beach is an Equal Opportunity Employer. We do not discriminate on the basis of race, religion, color, sex, age, ancestry, national origin, marital status, pregnancy, sexual orientation, disability, or protected rights exercised. Equal employment opportunity will apply to all personnel actions, including, but not limited to, recruitment, selection, training, transfers, promotions, evaluation, compensation, discipline, layoffs, terminations, and rehires.