

TENNESSEN WARNING

In accordance with the Minnesota Government Data Practices Act, the City of Baxter is required to inform you of your rights as they relate to the private information collected from you. Private data is information which is available to you, but not to the public; the personal information we collect about you is private. Minnesota Statutes 13.04 and 13.43 are two sections that govern what affects you as an applicant for employment at the City of Baxter. All data collected is considered private except for the following:

1. Your Veteran's status
2. Relevant test scores
3. Your job history
4. Your education and training
5. Your work availability

Your name is considered to be private information; however, if you are selected to be interviewed as a finalist, your name becomes public information.

The data supplied by you may be used for such other purposes as may be determined to be necessary in the administration of personnel policies, rules and regulations of the City of Baxter. Furnishing social security numbers is voluntary, but refusal to supply other requested information would mean that your application for employment might not be considered.

Private data is available only to you, to appropriate city employees, and others as provided by state and federal laws who have a bona fide need for the data. Public data is available to anyone requesting it and consists of all data furnished in the application for employment that is not designated in this notice as private data.

The information you give about yourself is needed to identify you and to assist the City of Baxter in determining your suitability for the position for which you are applying.

I declare that I have read and understand the information given above regarding the Minnesota Data Practices Act.

APPLICANT SIGNATURE