

# ATKINSON RECREATION - SUN 'N FUN EMPLOYMENT APPLICATION

## APPLICANT DATA

*Programs, services, and employment are equally available to everyone. Please inform us if you require reasonable accommodations for the application or the interview.*

Date: \_\_\_\_\_ Position applied for (circle): CIT / Counselor / Director / Asst Director

Full Name \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone: \_\_\_\_\_ Cell/Other Phone: \_\_\_\_\_ e-mail \_\_\_\_\_

Date Available to Start: \_\_\_\_\_ Social Security # \_\_\_\_\_ DOB \_\_\_\_\_

If you are under 18 and we require a work permit can you provide one? ☐ Yes ☐ No

Are you a citizen of the United States of America? ☐ Yes ☐ No

If not, are you legally allowed to work in the United States of America? ☐ Yes ☐ No

Have you ever pled "guilty", "no contest" or been convicted of a crime? ☐ Yes ☐ No

If yes, give dates and details: \_\_\_\_\_

*Answering "yes" to these questions does not constitute an automatic rejection for employment. Date of the offense, seriousness, and nature of the violation, rehabilitation, and position applied for will be considered.*

## EMPLOYMENT EXPERIENCE (begin with most recent position):

Employer 1 \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone # \_\_\_\_\_ Supervisors' Name \_\_\_\_\_

*May we contact this employer for a reference? ☐ Yes ☐ No*

Dates of Employment: From \_\_\_\_\_ To \_\_\_\_\_ Salary or Hourly rate \_\_\_\_\_

Position \_\_\_\_\_ Reason for leaving \_\_\_\_\_

Responsibilities: \_\_\_\_\_

Employer 2 \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone # \_\_\_\_\_ Supervisors' Name \_\_\_\_\_

*May we contact this employer for a reference? ☐ Yes ☐ No*

Dates of Employment: From \_\_\_\_\_ To \_\_\_\_\_ Salary or Hourly Rate \_\_\_\_\_

Position \_\_\_\_\_ Reason for leaving \_\_\_\_\_

Responsibilities: \_\_\_\_\_

EMPLOYMENT APPLICATION PART 2

EDUCATION

Schools/Colleges Attended (list most recent first):	# Years	Year Grad. (if graduated)	Degree	Major
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

SUMMARIZE ANY SPECIAL SKILLS OR QUALIFICATIONS FOR THIS POSITION:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

REFERENCES: (Please provide information of two people of whom you are not related nor been employed by.)

Name \_\_\_\_\_ Phone: \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Relationship \_\_\_\_\_

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Name \_\_\_\_\_ Phone: \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Relationship \_\_\_\_\_

Who referred you to us? \_\_\_\_\_

Are there any criminal charges pending against you or have you ever been convicted of or plead guilty to any crime(s) involving, or against, a minor? \_\_\_\_\_

Drivers License # \_\_\_\_\_ State \_\_\_\_\_ Expiration \_\_\_\_\_

I CERTIFY that answers given herein are true and complete to the best of my knowledge. I authorize investigations of all statements contained in this application for employment as may be necessary in arriving at an employment decision. I hereby release employers, schools, or persons from all liability when responding to inquiries in connection with my application. I understand that this application is not intended to be a contract of employment.

In the event of employment, I understand that false or misleading information given on my application or interview may result in termination.

Applicant's Signature \_\_\_\_\_ Date \_\_\_\_\_