



Employment Application

Date _____

Please Print

Last name _____ First name _____ Middle initial _____

Address _____

Home phone _____ Cell phone _____

E-mail address _____

Position(s) applying for _____ Date available for work _____

Circle One: Full-time Part-time Seasonal

Have you ever been employed here before? Yes No If yes, when _____

Have you ever been convicted of a crime? Yes No

If yes, please explain _____

Employment History – List your past two (2) employers starting with the most recent

From	To	Employer/Phone
Job Title		Address
Immediate Supervisor and Title		Summarize Job responsibilities
Reason for Leaving		

From	To	Employer/Phone
Job Title		Address
Immediate Supervisor and Title		Summarize job responsibilities
Reason for Leaving		

Educational History

Name/Location Schools Attended

Highest Grade Completed

Course of Study

High School _____

College _____

Other _____

References - List any employment or skill-related references (not relatives)

Name

Phone Number

E-mail address

Years Known

Skills and Qualifications

Summarize any training, skills, licenses and/or certificates that may qualify you as being able to perform job-related functions in the position for which you are applying.

PLEASE READ THE FOLLOWING STATEMENT CAREFULLY AND SIGN

I authorize investigation of all statements contained in this application and permit River Valley Special Recreation Association to obtain any transcripts, records, credit references, reference checks or other documents pertaining to my background and business experience. I give my consent for anyone contacted regarding this application to respond to questions pertaining to it. I release River Valley Special Recreation and references contacted from any liability arising there from and understand that any misrepresentation, omission of facts, false statements or unsatisfactory reference may result in dismissal or failure to hire. I acknowledge my understanding that statements which may be contained in policies, handbooks or other SRA materials, or any oral promises about duration of employment or termination standards do not create any guarantee of employment. I understand that River Valley Special Recreation operated several shifts, seven days per week, and that weekend and evening work or changes in my schedule or shift may be required during my employment. I understand and agree that if hired at River Valley Special Recreation Association, my employment is for no definite period and may, regardless of the date of payment of my wages, be terminated at any time with or without notice, at-will, and for any reason. I also understand that while policies and procedures change from time to time, such at-will status is not subject to change.

Signature of Applicant _____ Date _____