

# APPLICATION FOR EMPLOYMENT

## Application Employment AUBURN AREA RECREATION AND PARK DISTRICT

471 Maidu Drive, Suite 200  
Auburn, CA 95603

**Office (530) 537-2187 Fax (530) 885-0703**

POSITION APPLYING FOR: \_\_\_\_\_ DATE OF APPLICATION: \_\_\_\_\_

### PERSONAL INFORMATION

Last Name:	First Name:	Middle:	Home Phone:
Current Street Address:	City:	State:	Zip:
Name and phone number of person to be notified in case of emergency:			
Email Address:			

### GENERAL INFORMATION

If you are under age 18...

...Can you provide a work permit if offered the job?  Yes  No

...What is your date of birth? \_\_\_\_\_

...Please provide parent or guardian information: Name \_\_\_\_\_ Phone \_\_\_\_\_  
Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Do you have the legal right to remain and be employed in the U.S.?  Yes  No  
*(Proof of identity and legal authority to work in the U.S. is a condition of employment)*

Have you ever been convicted of a crime other than a traffic violation?  Yes  No  
*(Note: A conviction is not an automatic bar to employment. Each case will be considered on its own merit.)*  
If yes, please explain and state the charge, court, date, and disposition of the case:  
\_\_\_\_\_

Have you ever applied to or worked for the Auburn Area Recreation & Park District before?  Yes  No  
If yes, when? \_\_\_\_\_

Do you have a reliable means of transportation to and from work?  Yes  No  
If not, please explain alternative transportation: \_\_\_\_\_

Are you able to perform the essential functions of the position for which you are applying, either with or without reasonable accommodations?  Yes  No  
If necessary, please describe what type(s) of reasonable accommodations are needed: \_\_\_\_\_

### EDUCATION

School Name	Location	Did you graduate? If not, # or years completed	Major/Minor	GPA
High School				
College				
Business/Technical				
Other				

List extra-curricular activities, hobbies, academic awards, honor societies, etc. (omit those indicating race, creed, color, sex, age, handicap, national origin or other protected groups):

The Auburn Area Recreation and Park District is an equal opportunity employer. Auburn Area Recreation and Park District does not discriminate on the basis of race, color, religion, sex, national origin, age, disability, or any other characteristic protected by applicable state or federal civil rights laws.

## WORK HISTORY

List current employer first (include any relevant volunteer or unpaid work experience).

<b>Company:</b> _____ <b>Address:</b> _____ <b>City/State:</b> _____ <b>Phone: ( )</b> _____ <b>Name/Title of Supervisor:</b> _____ <b>Reason for leaving:</b> _____	<b>Employment Period</b> From: _____  To: _____	<b>Salary/Wages</b> Start: _____  Leaving: _____	<b>Your Position &amp; Duties:</b> _____ _____ _____
<b>Company:</b> _____ <b>Address:</b> _____ <b>City/State:</b> _____ <b>Phone: ( )</b> _____ <b>Name/Title of Supervisor:</b> _____ <b>Reason for leaving:</b> _____	<b>Employment Period</b> From: _____  To: _____	<b>Salary/Wages</b> Start: _____  Leaving: _____	<b>Your Position &amp; Duties:</b> _____ _____ _____
<b>Company:</b> _____ <b>Address:</b> _____ <b>City/State:</b> _____ <b>Phone: ( )</b> _____ <b>Name/Title of Supervisor:</b> _____ <b>Reason for leaving:</b> _____	<b>Employment Period</b> From: _____  To: _____	<b>Salary/Wages</b> Start: _____  Leaving: _____	<b>Your Position &amp; Duties:</b> _____ _____ _____

Describe any previous job duties or special training relevant to the job you are applying for: \_\_\_\_\_  
 \_\_\_\_\_

## REFERENCES

List three persons not related to you who have knowledge of your work performance within the last three years.

Name	Address	Occupation	Telephone No.	# Years Acquainted

I hereby certify that the information contained in this application is true and correct to the best of my knowledge and agree to have any of the statements checked by Auburn Area Recreation and Park District unless I have indicated to the contrary. I authorize the references listed above, as well as all other individuals whom the Auburn Area Recreation and Park District contacts, to provide the Auburn Area Recreation and Park District any and all information concerning my previous employment and any other pertinent information that they may have. Further, I release all parties and persons from any and all liability for any damages that may result from furnishing such information to the Auburn Area Recreation and Park District as well as from any use or disclosure of such information by the Auburn Area Recreation and Park District or any of its agents, employees, or representatives. I understand that any misrepresentation, falsification, or material omission of information on this application may result in my failure to receive an offer, if I am hired, my immediate dismissal from employment.

In consideration of my employment, I agree to conform to the Rules and Regulations of Auburn Area Recreation and Park District. I further agree that my employment and compensation can be terminated At-Will, with or without cause, and with or without notice at any time, either at my option or at the option of Auburn Area Recreation and Park District. The District Administrator of Auburn Area Recreation and Park District may not alter the At-Will nature of the employment relationship unless the District Administrator and I both sign a written agreement that clearly and expressly specifies the intent to do so. I agree that this constitutes an integrated agreement with respect to the At-Will nature of my employment relationship, that it is final and fully binding, and that there are no oral or collateral agreements regarding this issue.

I also understand that all offers of employment are conditioned on the provision of satisfactory proof of an applicant's identity and legal authority to work in the United States, as well as the satisfactory completion of a post-offer medical examination, if required.

Signature of Applicant \_\_\_\_\_ Date \_\_\_\_\_

I agree to undergo a physical examination and drug screening if an offer of employment is made. I understand that any offer of employment is contingent on the results of these examinations.

Signature of Applicant \_\_\_\_\_ Date \_\_\_\_\_