



FREMONT COMMUNITY REC CENTER

APPLICATION FOR EMPLOYMENT

INSTRUCTIONS: Type or print in ink. Complete all questions in detail. Attach additional pages, if necessary, and documents requested. Separate applications are required for each classification or position in which you are interested. Applicants are considered for all positions without regard to race, color, creed, age, religion, national origin, gender, marital status, handicap, political affiliation, beliefs, sexual orientation, or other protected class. Any job offer is conditioned on the results of a medical examination, drug screening and background investigation. If you need special equipment or accommodations to participate in the selection process, or to perform the essential duties of the position (as listed in the job posting/job description), please inform us when you return your application.

POSITION OR CLASSIFICATION APPLIED FOR: _____

IDENTIFICATION

NAME: _____ SOCIAL SECURITY NO: XXX-XX-_____
(LAST) (FIRST) (MIDDLE) (LAST FOUR NUMBER OF SOCIAL SECURITY #)

ADDRESS: _____
(NUMBER) (STREET) (PO BOX) (APT #)

(CITY) (STATE) (ZIP)

PHONE: (HOME): _____ (ALTERNATE): _____ BEST TIME TO CALL: _____

If you are applying for a position which involves driving a motor vehicle, identify:

DRIVER'S LICENSE NO: _____ TYPE: _____ EXP. DATE: _____ ISSUING STATE: _____

Describe all traffic-related offenses that are currently on your driving record:

GENERAL INFORMATION

EMPLOYMENT DESIRED: FULL-TIME PART-TIME TEMPORARY SEASONAL DATE AVAILABLE: _____

Do you have any relative (by blood, marriage, or adoption) who is a current or former employee of the Fremont Rec Center?
 YES NO

If "Yes", name of employee: _____ Relationship _____

Are you under the age of 18? YES NO If "Yes", what is your age? _____

Are you a U.S. Citizen? YES NO Are you a Permanent Resident Alien? YES NO

If a Permanent Resident Alien, what is your Registration Number? _____

Review the DESCRIPTION OF WORK section of the Job Announcement for the position/classification for which you are applying

Can you perform the duties of the job in which you wish to be employed with or without accommodation? Yes NO

If accommodation is requested, how would you perform the tasks and with what accommodation? _____

Have you ever been convicted of any crime, either misdemeanor or felony? YES NO

If "Yes", describe when, where, and nature of offense and its disposition: _____

Are there any felony charges pending against you? YES NO _____

NOTE: Conviction or felony charges do not automatically mean you cannot be appointed. What you were convicted of and how long ago are important. Give us all the facts so that an informed decision can be made.

EDUCATION

INSTITUTION	NAME AND LOCATION	DATES ATTENDED		IF YOU GRADUATED, TYPE OF DEGREE	GRADE POINT AVERAGE	MAJOR	MINOR	IF NO DEGREE, CREDIT HOURS EARNED
		TO	FROM					
HIGH SCHOOL								
COLLEGE								
POST-GRADUATE								
BUSINESS, TRADE, VOCATIONAL OR MILITARY EDUCATION OR OTHER TRAINING								

SKILLS AND QUALIFICATIONS

Summarize special skills and qualifications acquired from employment or other experiences that may qualify you to work for the Rec Center. Include any professional licenses or certifications you hold.

PERSONAL REFERENCES
(Not a Relative or Former Employer)

List name, address, and telephone number of three business/work references who are not related to you and are not previous supervisors. If not applicable, list three school or personal references who are not related to you.

NAME	MAILING ADDRESS & ZIP	PHONE	RELATIONSHIP TO YOU
1. _____	_____	_____	_____
2. _____	_____	_____	_____
3. _____	_____	_____	_____

List membership in professional, trade, business or civic association and any office held. Exclude memberships that would reveal gender, race, religion, national origin, age, color, disability, or other protected status.

1. _____
2. _____
3. _____

List special accomplishment, publications, awards, etc. Exclude information that would reveal a protected class status as noted above.

ACKNOWLEDGMENTS AND RELEASES

I certify that all information contained in this application is true and complete to the best of my knowledge. I agree and understand that any misstatement or falsification of information provided by me, whether oral or written, will result in my forfeiting any rights to consideration for employment with Fremont Rec Center or, if employed, being subject to immediate termination.

I authorize Fremont Rec Center to verify any of the information reported on the application with the listed schools, references, and previous employers without providing written notice to me. I release Fremont Rec Center from any liability in connection with such use or disclosure.

If hired, I will serve at the will of Fremont Rec Center and I agree that I shall be bound by the rules, policies, regulations, terms, and conditions of employment of Fremont Rec Center as they are from time-to-time amended with or without notice to me. I agree that Fremont Rec Center may terminate the employment relationship, with or without cause, and Fremont Rec Center's right to so terminate may be altered only in writing directed to me personally by the Director, and only as determined by the Board of Directors.

I agree that any lawsuit against Fremont Rec Center arising out of my employment or termination of employment including, but not limited to, claims arising under State or Federal civil rights statutes must be brought within one year of the event giving rise to the claims or be forever barred. I waive any limitation periods to the contrary.

I further agree that any offer of employment, or my actual employment, is conditioned on the results of my pre-employment medical examination, drug screening and background investigation.

This application is current for only sixty (60) days. At the conclusion of this time, if I have not heard from Fremont Rec Center and still wish to be considered for employment, it will be necessary to complete a new application.

Signature of Applicant: _____ Date: _____