



**DERBY RECREATION COMMISSION  
APPLICATION FOR EMPLOYMENT  
An Equal Opportunity Employer**

Name: \_\_\_\_\_ Today's Date: \_\_\_\_\_

Address: \_\_\_\_\_ City/State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: (H) \_\_\_\_\_ (C) \_\_\_\_\_ Email: \_\_\_\_\_

**EMPLOYMENT DESIRED:** (Check all that apply)

<input type="checkbox"/> Aquatics	<input type="checkbox"/> Art Center
<input type="checkbox"/> Sports Official/Scorekeeper	<input type="checkbox"/> Childcare or Youth Recreation Station
<input type="checkbox"/> Fitness Staff/Class Instructor	<input type="checkbox"/> Administration
<input type="checkbox"/> Rec Center Staff	<input type="checkbox"/> (Other) _____

Have you ever been convicted of a felony? (please circle) Yes No

If hired, what date will you be able to start work? \_\_\_\_\_

Are you available to work:

Full-Time \_\_\_\_\_ Part-Time \_\_\_\_\_ Flexible \_\_\_\_\_ Nights \_\_\_\_\_ Weekends \_\_\_\_\_

Please list any specific times that you cannot work due to other obligations (such as classes):

\_\_\_\_\_

**SKILLS AND QUALIFICATIONS:**

Please list any Certifications, Licenses, Skills, Training, or Awards that you currently hold that would be of importance to your position (i.e. CPR, 1st Aid, Officiating, AEA, etc.)

\_\_\_\_\_

\_\_\_\_\_

Please list any computer software are you familiar with and efficient in using. (i.e. Excel, Microsoft Publisher, etc.)

\_\_\_\_\_

**EDUCATION:**

Name and Location of School	Degree/Diploma	Graduation Date
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\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**EMPLOYMENT HISTORY:**

Present Or Last Position: \_\_\_\_\_ From: \_\_\_\_\_ To: \_\_\_\_\_

Employer: \_\_\_\_\_ Supervisor: \_\_\_\_\_

Address: \_\_\_\_\_ Phone: \_\_\_\_\_

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

Salary: \_\_\_\_\_ Reason for Leaving: \_\_\_\_\_

=====

Previous Position: \_\_\_\_\_ From: \_\_\_\_\_ To: \_\_\_\_\_

Employer: \_\_\_\_\_ Supervisor: \_\_\_\_\_

Address: \_\_\_\_\_ Phone: \_\_\_\_\_

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

Salary: \_\_\_\_\_ Reason for Leaving: \_\_\_\_\_

May We Contact Your Present or Past Employer(s)? Yes \_\_\_\_ No \_\_\_\_

**REFERENCES:** Please list three people (not related to you) and provide name, address and phone number.

- |          |          |          |
|----------|----------|----------|
| 1. _____ | 2. _____ | 3. _____ |
| _____    | _____    | _____    |
| _____    | _____    | _____    |
| _____    | _____    | _____    |

**PERSONAL INTERESTS:**

Hobbies and Extra-Curricular Activities: \_\_\_\_\_

Honors, Awards, or Leadership Positions Held: \_\_\_\_\_

I CERTIFY THE INFORMATION GIVEN IN THIS APPLICATION IS TRUE AND COMPLETE TO THE BEST OF MY KNOWLEDGE. I AUTHORIZE INVESTIGATION OF ALL STATEMENTS CONTAINED IN THIS APPLICATION AS MAY BE NECESSARY IN ARRIVING AT AN EMPLOYMENT DECISION. I ACKNOWLEDGE THE DERBY RECREATION COMMISSION RESERVES THE RIGHT TO TEST APPLICANTS AND EMPLOYEES FOR THE PRESENCE OF DRUGS AND/OR ALCOHOL AT IT'S DISCRETION.

IN THE EVENT OF EMPLOYMENT, I UNDERSTAND THAT FALSE OR MISLEADING INFORMATION GIVEN IN MY APPLICATION OR INTERVIEWS MAY RESULT IN DISCHARGE. I UNDERSTAND, ALSO, THAT IF EMPLOYED I WILL BE REQUIRED TO ABIDE ALL RULES AND REGULATIONS OF THE DERBY RECREATION COMMISSION.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_