



Valley Shore YMCA

APPLICATION FOR EMPLOYMENT

We are an Equal Opportunity Employer. Applicants for all job openings are welcome and will be considered without regard to race, color, religion, national origin, sex, age, sexual orientation, physical or mental disability, or any other basis protected by state, federal or local law. It is the intent of the YMCA to comply with all applicable federal, state and local legislation concerning equal opportunity in employment.

To help us learn about your experience, abilities, and interests, please complete this Application for Employment as thoroughly as possible. Be sure to write legibly.

PERSONAL INFORMATION

NAME: Please PRINT or TYPE	Home Telephone No. ()	Cell Phone No. ()
ADDRESS: Street Number and Name, City, State, Zip Code		Number of years at present address?
Email Address (Please write clearly)		
Can you, after employment, submit verification of your legal right to work in the United States?		<input type="checkbox"/> YES <input type="checkbox"/> NO
Are you over 18? (If not, you may be required to provide work authorization).		<input type="checkbox"/> YES <input type="checkbox"/> NO
If hired, do you have a reliable means of transportation to get to work?		<input type="checkbox"/> YES <input type="checkbox"/> NO

EMPLOYMENT DESIRED

Type of POSITION desired:	Date Available to Start	
List Available days/hours Monday _____ Tuesday _____ Wednesday _____ Thursday _____ Friday _____ Saturday _____ Sunday _____		
Preferred Job Status <input type="checkbox"/> Full Time <input type="checkbox"/> Part Time <input type="checkbox"/> Seasonal <input type="checkbox"/> Fill In/As Needed		
Have you previously been employed by this YMCA or any other YMCA? <input type="checkbox"/> YES <input type="checkbox"/> NO If yes, when? At which location?	Have you previously volunteered at this YMCA or any other YMCA? <input type="checkbox"/> YES <input type="checkbox"/> NO If yes, when? At which location?	

How were you referred to the YMCA of _____:

Advertisement Employee Referral Walk-In Agency Other (please specify below)
 (Please identify source below)

_____ Name of Employee _____

EDUCATION AND TRAINING

SCHOOL NAME & LOCATION	Years Attended From To	Graduate? (Yes/No)	What Degree	Major Subject/ Total Hours (if applicable)
Elementary				
High School				
College/University				
College/University				
Highest Degree Earned				
(Circle one number only): 1. High School 2. Associate 3. Bachelor 4. Master 5. Doctorate				
Additional Education, Vocational and/or Professional Information such as special areas of research or study, seminars, etc. Please attach any written resume or other summary of information that is relevant to the position for which you are applying. If familiarity with a foreign language is listed on the job description, please describe your foreign language skills below.				
Professional memberships, certificates or licenses held. (Exclude those indicating race, color, religion, sex, sexual orientation, national origin, age, physical or mental disability or labor organization affiliations.) Supplement this information by written attachment if applicable.				
Describe any non-employment experience such as school or volunteer activities that might strengthen your application:				

U.S. MILITARY SERVICE DATA

Branch:
List Special Training or Skills:

SAFETY & JOB SPECIFIC CERTIFICATIONS

Type (CPR, First Aid, Lifeguard, etc.)	Provider	Level	Expiration

EMPLOYMENT HISTORY

PLEASE LIST IN ORDER OF MOST RECENT EMPLOYMENT FIRST			PERSONNEL USE ONLY		
Company Name					
		Dates of Employment From (Mo/Yr) To (Mo/Yr)			
Address (Include Street, City, State, Zip Code)					
Job Title-Start	Job Title-Final	Base Rate of Pay Start			Final
Supervisor (Name & Title)					
May we contact this employer? <input type="checkbox"/> YES <input type="checkbox"/> NO Phone No. () ____ - ____					
Description of Job Duties					

Company Name					
		Dates of Employment From (Mo/Yr) To (Mo/Yr)			
Address (Include Street, City, State, Zip Code)					
Job Title-Start	Job Title-Final	Base Rate of Pay Start			Final
Supervisor (Name & Title)					
May we contact this employer? <input type="checkbox"/> YES <input type="checkbox"/> NO Phone No. () ____ - ____					
Description of Job Duties					

Company Name					
		Dates of Employment From (Mo/Yr) To (Mo/Yr)			
Address (Include Street, City, State, Zip Code)					
Job Title-Start	Job Title-Final	Base Rate of Pay Start			Final
Supervisor (Name & Title)					
May we contact this employer? <input type="checkbox"/> YES <input type="checkbox"/> NO Phone No. () ____ - ____					
Description of Job Duties					

PROFESSIONAL/WORK/SCHOOL/PERSONAL REFERENCES WE MAY CONTACT

Name	Address	Phone	Email	Relationship to Applicant

PRE-EMPLOYMENT CERTIFICATION

I understand that all offers of employment are conditional upon my ability to provide appropriate documents regarding my identity and legal right to work in the United States. I understand and agree that any offer of employment is contingent upon successful completion of all background check processes, including a criminal history background check and sex offenders registration.

Initial

This application is only valid for the position applied for at present and that the YMCA is not obligated to retain or consider this application for future openings.

Initial

I authorize investigation of all statements contained in this application. I understand that falsification, misrepresentation or omission of facts called for will result in immediate termination from employment or removal of my application from consideration. I authorize the YMCA to secure information about my experience with former employers, education institutions and agencies, and for those parties to provide information concerning my experience releasing all parties from any liability arising therefrom.

Initial

If employed by the YMCA I will abide by Association policies and rules. I understand that I will be required to possess a current and valid driver's license if my position requires me to drive in the course of my work.

Initial

If I am offered employment, I understand and agree that I may be required to undergo a physical examination at the YMCA's expense and that my offer of employment may be conditioned by that examination. I agree to authorize release of all results or information obtained from such physical examinations.

Initial

I agree to submit to legally permissible drug and/or alcohol testing upon request by the YMCA. I recognize that the results of these tests may be used to determine my employment or continued employment. I understand and expressly agree that if employed by the YMCA storage areas provided for me (locker, desk, etc.) are open to investigation by the YMCA without prior notice to me.

Initial

If I am employed by the YMCA I understand my employment can be terminated, with or without cause and with or without notice, at any time at the option of the YMCA or myself. I understand that, other than the CEO of the YMCA, no manager, supervisor or representative of the YMCA has authority to enter into any agreement for employment for any specific period of time, or to make any agreement contrary to the foregoing. Only the CEO of the YMCA has the authority to make any agreement contrary to the foregoing and then only in writing. I further expressly agree that, with respect to the at-will employment relationship, this constitutes the full, complete and final expression of the parties' intent concerning the nature of any employment relationship between myself and the YMCA.

Initial

My signature below certifies that I have read and understand the foregoing and to the best of my knowledge and belief, the information on this form is true and correct.

Applicant Signature

Date of Application