



Alliance Recreation Center Application for Employment

It is our policy to comply with all applicable state and federal laws prohibiting discrimination in employment based on race, age, color, sex, religion, national origin, disability, or other protected classifications.

PERSONAL DATA		
Name (please print)	Phone	Email
Street Address, City, State, Zip		Years at current address
Are you authorized to work in the U.S on an unrestricted basis? Y <input type="checkbox"/> N <input type="checkbox"/>	Are you over 18? Y <input type="checkbox"/> N <input type="checkbox"/>	If hired, do you have a reliable means of transportation to get to work? Y <input type="checkbox"/> N <input type="checkbox"/>

POSITION INFORMATION			
Do you have a High School Diploma or GED? Y <input type="checkbox"/> N <input type="checkbox"/>	Position(s) you are applying for	Date you can start work	Salary Desired
Check all that you are willing to work: Full Time <input type="checkbox"/> Part Time <input type="checkbox"/> Days <input type="checkbox"/> Evenings <input type="checkbox"/> Weekends <input type="checkbox"/> Please list any other availability information below.			

Have you been told the essential functions of the job, or have you viewed a copy of the job description listing of the essential functions of the job? Y <input type="checkbox"/> N <input type="checkbox"/>		
Can you perform these essential functions of the job with or without reasonable accommodation? Y <input type="checkbox"/> N <input type="checkbox"/>		
Have you ever applied at the company before? Y <input type="checkbox"/> N <input type="checkbox"/>	Have you ever been employed by the company before? Y <input type="checkbox"/> N <input type="checkbox"/>	How were you referred to company?
Have you ever been convicted of a felony, or for child abuse or sex-related crimes? Y <input type="checkbox"/> N <input type="checkbox"/> If yes please explain below. A conviction will not necessarily disqualify you.		

QUALIFICATIONS	
list any education or training that relates to the position applied for (Schools, colleges, degrees, technical programs, military training, etc.).	
School/Training Name & Location	Graduate? (Yes/No) What Degree or Certification?

SPECIAL SKILLS
List any special skills or experience that you feel would help you in the position you are applying for (Leadership, organizations, teams, etc.).

EMPLOYMENT
Tell us why you want to work at the Alliance Recreation Center. If applying for a specific position, tell us why you would be a good fit for that position.

REFERENCES			
please list three professional references not related to you. If you don't have three professional references, then list personal unrelated references.			
Name	Phone	Address	Relationship

WORK HISTORY Start with your present or most recent employment and work back. Use separate sheet if necessary.

May we contact your present employer? Yes No N/A

Job Title #1	Start Date (mo/day/yr)	End Date (mo/day/yr)
Company Name	Supervisor's Name	Phone Number
City	State	Zip

Duties:

Reason for Leaving	Starting Salary	Ending Salary
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Job Title #2	Start Date (mo/day/yr)	End Date (mo/day/yr)
Company Name	Supervisor's Name	Phone Number
City	State	Zip

Duties:

Reason for Leaving	Starting Salary	Ending Salary
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Job Title #3	Start Date (mo/day/yr)	End Date (mo/day/yr)
Company Name	Supervisor's Name	Phone Number
City	State	Zip

Duties:

Reason for Leaving	Starting Salary	Ending Salary
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Job Title #4	Start Date (mo/day/yr)	End Date (mo/day/yr)
Company Name	Supervisor's Name	Phone Number
City	State	Zip

Duties:

Reason for Leaving	Starting Salary	Ending Salary
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I certify that the facts set forth in this Application for Employment are true and complete to the best of my knowledge. I understand that if I am employed, false statements, omissions or misrepresentations may result in my dismissal. I authorize the Employer to make an investigation of any of the facts set forth in this application and release the Employer from any liability. The employer may contact any listed references on this application. I acknowledge and understand that the company is an "at will" employer. Therefore, any employee (regular, temporary, or other type of category employee) may resign at any time, just as the employer may terminate the employment relationship with any employee at any time, with or without cause, with or without notice to the other party.

Signature _____

Date _____