



FOR YOUTH DEVELOPMENT®
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

EMPLOYMENT APPLICATION

Thank you for your interest in the YMCA!

The YMCA is an equal opportunity employer and does not discriminate in recruitment, hiring, other terms or conditions of employment on the basis of race, color, religion, national origin, sex, disability, age or any other status protected by law.

PERSONAL INFORMATION

Position Applying For: _____ Date: _____

Name: _____ E-mail: _____
Last First MI

Address: _____
Street City State ZIP

Telephone: Home ____ / ____ Business ____ / ____ Mobile ____ / ____

Are you 18 years of age or older? (If not, you may be required to provide work authorization.) **Yes No**

If hired, can you provide verification of your legal right to work in the United States? **Yes No**

EMPLOYMENT INFORMATION

List available days/hours:

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday

Preferred Job Status: Full-time Part-time Seasonal As Needed

Have you previously been employed or volunteered at this YMCA or any other YMCA? Yes No

If yes, when? At which locations?

Do you have any relatives, friends or household members currently working for this YMCA? Yes No

If yes, name(s) and relationship:

How did you hear about this opening?

YMCA staff referral YMCA member

Name of referral source:

Online: Walk-in

YMCA website Other:

EDUCATION & TRAINING

Educational Background

	Name of School	City, State	Diploma Awarded	Major
<input type="checkbox"/> High School			Yes	
<input type="checkbox"/> GED			No	
College			Yes	
			No	
Graduate School			Yes	
			No	

Describe any non-employment experience such as school or volunteer activities that might strengthen your application:

Safety & Job Specific Certifications

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

Employment Application

Employment History				List all previous employment during the past three years starting with the most recent. Use additional sheets if needed.	
Employer	Telephone /	<u>Dates Employed</u> From: ___/___	Summarize the nature of the work performed and job responsibilities.		
Address					
Job Title					
Immediate Supervisor and Title					
Reason for Leaving					
May we contact this employer? <input type="checkbox"/> Yes <input type="checkbox"/> No					
Employer	Telephone /	<u>Dates Employed</u> From: ___/___	Summarize the nature of the work performed and job responsibilities.		
Address					
Job Title					
Immediate Supervisor and Title					
Reason for Leaving					
May we contact this employer? <input type="checkbox"/> Yes <input type="checkbox"/> No					
Employer	Telephone /	<u>Dates Employed</u> From: ___/___	Summarize the nature of the work performed and job responsibilities.		
Address					
Job Title					
Immediate Supervisor and Title					
Reason for Leaving					
May we contact this employer? <input type="checkbox"/> Yes <input type="checkbox"/> No					
May we contact this employer? <input type="checkbox"/> Yes <input type="checkbox"/> No			What other business experience, personal experience or training have you had that may have prepared you for this position?		

References

Name: _____ Occupation: _____ Years Known: _____
Address: _____ City: _____ State: _____ Zip: _____
E-mail: _____ Phone: _____ / _____ / _____
Alternate #: _____

Name: _____ Occupation: _____ Years Known: _____
Address: _____ City: _____ State: _____ Zip: _____
E-mail: _____ Phone: _____ / _____ / _____
Alternate #: _____

Name: _____ Occupation: _____ Years Known: _____
Address: _____ City: _____ State: _____ Zip: _____
E-mail: _____ Phone: _____ / _____ / _____
Alternate #: _____

Application Acknowledgement and Authorization

Please read all statements and sign below:

I authorize both the YMCA and persons listed (references, schools, current (unless noted) and former employers and any others with whom you desire to check) to communicate with regard to any relevant information that may be required to reach an employment decision. I agree to hold such persons harmless with respect to any information they may supply. **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.**

I certify that all information provided by me in this application is correct, accurate and complete to the best of my knowledge. I understand that the falsification, misrepresentation, or omission of any facts in this application or any other document submitted in connection with YMCA employment will result in denial of employment or termination of employment regardless of the timing or circumstances of discovery.

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.

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 that 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. If hired, I agree to abide by YMCA policies and rules at all times. I acknowledge that I have read the above statements and understand them.

Signature: _____ Date: _____