



For Youth Development, Healthy Living, Social Responsibility
HOLLIDAYSBURG AREA 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.

PERSONAL INFORMATION

NAME: Please PRINT or TYPE	Home Telephone No.	Cell		
	()	()		
ADDRESS: Street Number and Name, City, State, Zip Code				
<p>POSITION DESIRED:</p> <table style="width: 100%; border: none;"> <tr> <td style="vertical-align: top; width: 50%;"> <ul style="list-style-type: none"> ◆ Customer Service ◆ Administration ◆ Maintenance ◆ Housekeeping ◆ Fitness Instructor ◆ Youth Programs ◆ Yoga Instructor ◆ Art and Humanities Instructor <p>Other: _____</p> <p>Are you presently employed? ◆ YES ◆ NO</p> <p>If yes, may we contact your present employer? ◆ YES ◆ NO</p> <p>Salary Desired: _____ Email Address _____</p> <p>Date Available : _____</p> </td> <td style="vertical-align: top; width: 50%;"> <p style="text-align: center;">Child Development</p> <ul style="list-style-type: none"> ◆ Childcare ◆ Preschool ◆ Before/After School ◆ Substitute Teacher ◆ Summer Camp Counselor <p style="text-align: center;">Aquatics</p> ◆ Lifeguard ◆ Swim Instructor ◆ Aquatic Fitness </td> </tr> </table>			<ul style="list-style-type: none"> ◆ Customer Service ◆ Administration ◆ Maintenance ◆ Housekeeping ◆ Fitness Instructor ◆ Youth Programs ◆ Yoga Instructor ◆ Art and Humanities Instructor <p>Other: _____</p> <p>Are you presently employed? ◆ YES ◆ NO</p> <p>If yes, may we contact your present employer? ◆ YES ◆ NO</p> <p>Salary Desired: _____ Email Address _____</p> <p>Date Available : _____</p>	<p style="text-align: center;">Child Development</p> <ul style="list-style-type: none"> ◆ Childcare ◆ Preschool ◆ Before/After School ◆ Substitute Teacher ◆ Summer Camp Counselor <p style="text-align: center;">Aquatics</p> ◆ Lifeguard ◆ Swim Instructor ◆ Aquatic Fitness
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Have you ever been employed by the Hollidaysburg Area YMCA? ◆ YES ◆ NO If yes, when?				
How were you referred to the Hollidaysburg Area YMCA? ◆ Advertisement ◆ Employee Referral ◆ Walk-In ◆ Agency ◆ Other (please specify below): If referred by an employee, please list name: _____				

EDUCATION AND TRAINING

SCHOOL NAME & LOCATION	Years Attended From To		Graduate? (Yes/No)	What Degree	Major Subject/ Total Hours (if applicable)
High School					
College/University					
Highest Degree Earned (Circle one number only): 1. High School 2. Associate 3. Bachelor 4. Master 5. Doctorate					Overall College Scholastic Average
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.					
Can you, if hired, 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 hired, do you have a reliable means of transportation to get to work? <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> YES <input type="checkbox"/> NO					
Have you ever been convicted of a crime? <input type="checkbox"/> YES <input type="checkbox"/> NO If yes, please explain: (A conviction will not necessarily disqualify you.)					

U.S. MILITARY SERVICE DATA

Branch:
List Special Training or Skills:

EMPLOYMENT DATA

If you are currently employed may we contact your employer? ♦ yes ♦ no

PLEASE LIST IN ORDER OF MOST RECENT EMPLOYMENT FIRST			
Company Name	Phone No. ()	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)			
Description of Job Duties			
Company Name	Phone No. ()	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)			
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Job Title-Start	Job Title-Final	Base Rate of Pay Start Final	
Supervisor (Name & Title)			
Description of Job Duties			

REFERENCE DATA (People not related to you)

PROFESSIONAL/WORK REFERENCES WE MAY CONTACT

Name	Address	Area Code	Phone

SPECIAL INTEREST AND VOLUNTEERING INFORMATION

Volunteer activities and/or special interests you have experience with: (please star (*) any that you are able to teach.

Examples include: crafts, music, nature studies, cooking, sports, recreation, swimming, theater, teambuilding, CPR/ First Aid, graphic design/computer skills, fitness, dance, etc..

Activity /Volunteer Work	General Description of Activity/Qualifications
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Certifications (Please list certifications and explain if needed)

I certify that all the information provided by me on this application is true and complete and I understand that if any false information, omissions or misrepresentations are discovered, my application may be rejected and if I am employed, my employment may be terminated at any time. In consideration of my employment, I agree to conform to the company's rules and regulations and I agree that my employment and compensation can be terminated with or without notice, at any time at either my or the company's option. I also understand and agree that the terms and conditions of my employment may be changed with or without cause and with or without notice at any time by the company. I understand that no company representative other than the executive director, and then only in writing and signed by the executive director, has any authority to enter into any agreement for employment for any specific period of time, or to make any agreement contrary to the foregoing.

Signature

Date