

Ephrata Recreation Center  
130 South Academy Drive  
Ephrata, Pa 17522  
717-738-1167



Position: \_\_\_\_\_

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

**ephrata**  
recCenter

**APPLICATION FOR EMPLOYMENT**

Name: \_\_\_\_\_ Social Security #: \_\_\_\_\_  
Last First Mi

Present Address: \_\_\_\_\_  
Street City State Zip

Day Phone: \_\_\_\_\_ Evening Phone: \_\_\_\_\_ Cell# \_\_\_\_\_

Email Address: \_\_\_\_\_

Type of employment desired:  Full-time  Part-time  Temporary/Seasonal

Have you ever been employed here before:  Yes  No

If yes, give dates and positions: \_\_\_\_\_

Answer "yes" to the following questions does not constitute an automatic bar to employment. Factors such as date of the offense, seriousness and nature of the violation, rehabilitation and position applied for will be taken into account.

Have you been convicted of a misdemeanor or a felony within the past 7 years?  
 Yes  No

If yes, please provide date (s) and details: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

**EDUCATION BACKGROUND:**

School (Include city & state)	Date Complete	Degree Received	GPA	Major/Minor

**CURRENT & PAST WORK EXPERIENCE:** (Please list in chronological order; use separate sheet for additional information)

Employer: \_\_\_\_\_ Dates Employed: \_\_\_\_\_

Employer's Address: \_\_\_\_\_

Supervisor: \_\_\_\_\_ Phone: \_\_\_\_\_

Briefly describe your position and job responsibilities:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Employer: \_\_\_\_\_ Dates Employed: \_\_\_\_\_

Employer's Address: \_\_\_\_\_

Supervisor: \_\_\_\_\_ Phone: \_\_\_\_\_

Briefly describe your position and job responsibilities:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Employer: \_\_\_\_\_ Dates Employed: \_\_\_\_\_

Employer's Address: \_\_\_\_\_

Supervisor: \_\_\_\_\_ Phone: \_\_\_\_\_

Briefly describe your position and job responsibilities:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

May we contact your current and/or past supervisors?  Yes  No

Please list any activities and/or clubs in which you are involved that relate to the position desired:

\_\_\_\_\_  
\_\_\_\_\_

Please list any relevant certifications and/or honors received:

\_\_\_\_\_  
\_\_\_\_\_

Please provide any additional information you feel will assist in arriving at a true estimate of your qualifications. A copy of your resume may be included with this application.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Emergency Contact Information:

Name \_\_\_\_\_ Phone # \_\_\_\_\_

References: (2 must be work related - if N/A, all must be able to attest to character and level of initiative and reliability - should not include family members)

Name	Address	Day Phone	Relationship to You

What days & times are you available to work?

Mon.	Tues.	Wed.	Thurs.	Fri.	Sat.	Sunday

If hired, when can you begin work? \_\_\_\_\_

What is your minimum salary requirement? \_\_\_\_\_

I attest that all information disclosed in the application is accurate and true

\_\_\_\_\_  
Signature of Application

\_\_\_\_\_  
Date

**FOR OFFICE USE ONLY:**

**REFERENCE COMMENTS:**

Name: \_\_\_\_\_ Phone #: \_\_\_\_\_

Relationship to Applicant: \_\_\_\_\_ # of years known: \_\_\_\_\_

Comments: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Name: \_\_\_\_\_ Phone #: \_\_\_\_\_

Relationship to Applicant: \_\_\_\_\_ # of years known: \_\_\_\_\_

Comments: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Name: \_\_\_\_\_ Phone #: \_\_\_\_\_

Relationship to Applicant: \_\_\_\_\_ # of years known: \_\_\_\_\_

Comments: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Name: \_\_\_\_\_ Phone #: \_\_\_\_\_

Relationship to Applicant: \_\_\_\_\_ # of years known: \_\_\_\_\_

Comments: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_