



UPPER PALMETTO YMCA EMPLOYMENT APPLICATION

THANK YOU FOR YOUR INTEREST IN THE UPYMCA!

The UPYMCA is an Equal Opportunity Employer and does not discriminate in recruitment, hiring or 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. If you would like to join the YMCA staff team, please complete the application below.

- Be sure to write legibly
- The application **MUST BE** completed **IN FULL**
- Please do not leave any spaces blank or write "see resume" in response to any question
- Read and sign the last page of the application

PERSONAL INFORMATION

Position Applying For: _____ Date: _____

Preferred YMCA Branch: _____ Date Available: _____

Name: _____ Email Address: _____
Last First MI

Address: _____
Street City State Zip

Telephone: () _____ () _____ () _____
Cell Home Work

Are you 15 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

Can you perform the essential functions of the job for which you are applying, with or without reasonable accommodation? YES NO

Have you ever been convicted of a crime, pled no contest, or had adjunction withheld? YES NO

If yes, please provide a date, location, charges and a complete explanation of all offenses.

A conviction will not necessarily bar employment. The UPYMCA may consider the nature, date and circumstances of the offenses.

Notice to all applicants: The UPYMCA enforces its policies and practices to prevent child abuse. Allegations or suspicions of child abuse are taken very seriously at the UPYMCA and will be reported to the proper authorities for investigation. We have abuse reporting procedures, there are unscheduled visits from supervisors, we have an open door for parents, and we have a code of conduct for staff. We minimize opportunities for abuse to occur and we talk with children about safety and touching limits. We also screen carefully to prevent abusers from being hired and we provide child abuse prevention training to staff.

EMPLOYMENT HISTORY

List all the previous employment during the past 7 years starting with the most recent

Employer _____ Phone(_____) _____ Dates Employed _____
Address _____ From: ____ / ____
Job Title _____ To: ____ / ____
Immediate Supervisor _____ Starting Hourly Salary _____
Supervisor's Title _____ \$ _____ per _____.
Reason For Leaving _____ Ending Hourly Salary _____
May we contact this Employer? _____ \$ _____ per _____.

Summarize the nature of the work performed and the job responsibilities.

Employer _____ Phone(_____) _____ Dates Employed _____
Address _____ From: ____ / ____
Job Title _____ To: ____ / ____
Immediate Supervisor _____ Starting Hourly Salary _____
Supervisor's Title _____ \$ _____ per _____.
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Summarize the nature of the work performed and the job responsibilities.

Please explain any gaps in employment: _____

What other business experience, personal experience or training have you had that may have prepared you for this position? _____

PERSONAL REFERENCES

Please list 1 family member over the age of 18 that we may contact

Name: _____ Relationship: _____ Years Known: _____

Address: _____
Street City State Zip

Email Address: _____ Phone: (____) _____ (____) _____
Work Cell

Name: _____ Relationship: _____ Years Known: _____

Address: _____
Street City State Zip

Email Address: _____ Phone: (____) _____ (____) _____
Work Cell

Name: _____ Relationship: _____ Years Known: _____

Address: _____
Street City State Zip

Email Address: _____ Phone: (____) _____ (____) _____
Work Cell

APPLICATION ACKNOWLEDGEMENT AND AUTHORIZATION

Please read all statements and sign below:

I authorize both the UPYMCA and persons listed (references, schools, current (unless noted) and former employers and any other 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 drug screening, 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 UPYMCA 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 UPYMCA, I understand that my employment can be terminated, with or without cause and with or without notice, at any time the option of the UPYMCA or myself. I understand that, other than the CEO of the UPYMCA, no manager, supervisor or representative of the UPYMCA 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 UPYMCA has the authority to make any 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 UPYMCA.

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 UPYMCA is not obligated to retain or consider this application for future openings. If hired, I agree to abide by the UPYMCA policies and rules at all times. I acknowledge that I have read the above statements and understand them.

Signature: _____ Date: _____