



FOR YOUTH DEVELOPMENT®
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

Westport Weston Family Y Application for Employment

It is the policy of the Westport Weston Family Y to employ individuals without regard to a person's race, color, religion, national origin, sex, sexual orientation, age, disability, veteran status, or other characteristics protected by law. **This application must be completed in full. Please print or write, whichever is more legible. Answer every question.**

Last Name Name/Initial	First Name	Middle		

Address Zip Code	Number	Street	City	State
E-mail Address: _____				

Position(s) applied for	Date of Application
How did you learn about us? <input type="checkbox"/> Advertisement <input type="checkbox"/> Friend <input type="checkbox"/> Walk-in <input type="checkbox"/> Employment Agency <input type="checkbox"/> Relative <input type="checkbox"/> Other: _____	Your Telephone Number

If you are under 18 years of age, can you provide required proof of your eligibility to work (e.g. Working Papers, Student ID etc.). Yes No

Have you ever filed an application with us before? Yes No

If yes, give date(s) _____

Have you ever been employed with us before? Yes No

If yes, give dates _____ to _____

Has another YMCA ever employed you? Yes No

If yes, give dates _____ to _____

If yes, were you a participant in the Y's National Retirement Fund? Yes No

Are you prevented from lawfully becoming employed in this country because of Visa or Immigration Status? Yes No

Proof of right to work will be required upon employment.

On what date would you be available for work? _____

Are you available to work: Full Time Part Time Seasonally

Have you ever been convicted of a felony or misdemeanor? Yes No

Conviction will not necessarily disqualify an applicant from employment.

If yes, please provide details including location, city, county and state of conviction

PLEASE NOTE

You are not required to disclose the existence of any arrest, criminal charge, or conviction, the records of which have been erased pursuant to Connecticut General Statutes 46b-146, 54-76o or 54-142.

Criminal records subject to erasure pursuant to the above statutes are records pertaining to a finding of delinquency or that a child was a member of a family with service needs; an adjudication as a youthful offender; a criminal charge that has been dismissed or nullified; a criminal charge for which you have been found not guilty; or a conviction for which you received an absolute pardon.

Any person whose criminal records have been erased pursuant to the above statutes shall be deemed to have never been arrested within the meaning of the general statutes with respect to the proceedings so erased, and may so swear under oath.

Education

	High School				Undergraduate College/University				Graduate/Professional			
School Name & Location												
Years Completed	1	2	3	4	1	2	3	4	1	2	3	4
Diploma/Degree												
Describe Course of Study												
Describe any specialized training, apprenticeship, skills and extra-curricular activities												
Describe any honors you have received												
State any additional information you feel may be helpful to us in considering your application												

Registered and/or graduated under what name? _____

Complete **only** if the job for which you are applying involves driving **other than** commuting to and from work.

Do you have a valid driver's license? Yes No
Do you have a valid Connecticut public service license? Yes No
Are there any restrictions on your ability to operate a motor vehicle? Yes No

If yes, please list _____

Do you have a valid Connecticut commercial driver's license? Yes No

Prior Address Information

Please indicate all addresses-other than the current address indicated on Page 1 - that you have used in the last seven years. Continue on the reverse side of page if necessary.

Street Address: _____

City: _____ State/Province: _____ Zip Code _____

Country: _____ Dates At This Address FROM: _____ TO: _____

Street Address: _____

City: _____ State/Province: _____ Zip Code _____

Country: _____ Dates At This Address FROM: _____ TO: _____

Street Address: _____

City: _____ State/Province: _____ Zip Code _____

Country: _____ Dates At This Address FROM: _____ TO: _____

Street Address: _____

City: _____ State/Province: _____ Zip Code _____

Country: _____ Dates At This Address FROM: _____ TO: _____

Employment Experience

Start with your present or last job. Include any job-related military service assignments and volunteer activities. You may exclude organizations which indicate race, color, religion, gender, national origin, handicap or other protected status. If you need additional space, please continue on a separate sheet of paper.

Employer	From	Dates Employed To	Work Performed
Address			
Telephone Number(s)	Starting	Hourly Rate/Salary Final	
Job Title			
Supervisor			
Reason for Leaving			
May we contact this employer for a reference check now or after acceptance of offer?		<input type="checkbox"/> Now	

Employer	From	Dates Employed To	Work Performed
Address			
Telephone Number(s)	Starting	Hourly Rate/Salary Final	
Job Title			
Supervisor			
Reason for Leaving			

Employer	From	Dates Employed To	Work Performed
Address			
Telephone Number(s)	Starting	Hourly Rate/Salary Final	
Job Title			
Supervisor			
Reason for Leaving			

Applicant's Statement

The information that I have provided on this application is true and complete to the best of my knowledge. I understand that any misrepresentation or omission of any fact or circumstance in my application, resume, or any other materials I have completed or submitted or made during any of my interviews may be justification for refusal of employment or, if employed, termination of employment.

Any offer of employment I may receive is contingent upon my successful completion of the total pre-employment screening process, including your receipt of references which you consider satisfactory and my satisfactory completion of any pre-employment physical examination which you may require.

In processing my application for employment, I authorize the Westport Weston Family Y to verify all the information provided by me and obtain a consumer or investigative consumer report concerning, among other things, current and prior employment, credit history, driving record, military record, education, character, general reputation, personal characteristics, and criminal record. I understand that a report may be based on telephone or personal interviews with my present and former employers and others. I understand that I have a right to make a written request to the Westport Weston Family Y as to whether a consumer report or an investigative consumer report was procured and to request a complete and accurate disclosure of the nature and scope of the report.

I authorize and request all of my present and former employers to furnish information about my employment record, including the reason(s) and circumstance(s) for the termination of my employment, work performance, qualifications, abilities, and other qualities pertinent to my qualifications for my employment, including character, general reputation, and personal characteristics.

I understand that employment at the Westport Weston Family Y is "at will" and that if I am hired my employment and compensation can be terminated with or without cause or notice, at any time, for any reason, at the option of either the Westport Weston Family Y or myself. I further understand that no employee, manager, officer, or representative of the Westport Weston Family Y, other than the Executive Director/CEO, has any authority to enter into any agreement providing me with employment for any specified period of time, and no authority to make any written or oral employment agreement or make any representations about the terms, conditions, benefits, or privileges of employment at the Westport Weston Family Y. I further understand that any such agreement or representation, if made, shall not be valid or enforceable unless it is in writing and signed by the Westport Weston Family Y Executive Director/CEO.

I HAVE READ AND UNDERSTAND THE ABOVE.

Signature

Date

FOR HUMAN RESOURCE DEPARTMENT USE ONLY