



**Wapakoneta  
Family YMCA**  
EQUAL OPPORTUNITY  
EMPLOYER

This application will remain  
on file for 1 year.

Employment Application

**PERSONAL INFORMATION**

POSITION OF INTEREST:		DATE:	
NAME:			
ADDRESS:			
CITY:		STATE:	ZIP:
PHONE: ( )	EMAIL:		

Have you ever been employed this YMCA? No Yes - Fill in below.

DATES:	YMCA:	POSITION(S):
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Are you legally eligible for employment in the USA? No Yes - Verification will be required upon employment.

If you are under 18 years of age, can you provide required proof of your eligibility to work? No Yes

Expected hourly rate or annual salary? (For Employment Only)	\$	Hourly	Annually
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Have you ever been convicted of a misdemeanor involving theft, misrepresentation or moral turpitude (domestic violence, assault, battery, child abuse, etc.) or of any felony? Conviction of a crime will not be an absolute bar to employment or volunteering. r No r Yes - Please provide information request below.

DATE	PLACE OF CONVICTION	TYPE OF CRIME AND CONVICTION

**AVAILABILITY**

On what date will you be available to begin employment or volunteer?	
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Please indicate below when you are available to work or volunteer.

MONDAY AM PM      TUESDAY AM PM      WEDNESDAY AM PM      SUNDAY AM PM  
 THURSDAY AM PM      FRIDAY AM PM      SATURDAY AM PM

**EDUCATIONAL BACKGROUND**

SCHOOL	SCHOOL NAME & ADDRESS	COURSE OF STUDY	YEARS COMPLETE	DID YOU GRADUATE?	DIPLOMA/DEGREE
HIGH SCHOOL					
COLLEGE					
OTHER (SPECIFY)					

Certifications or Accreditations:

TYPE	DATES	Certifying Agency	STATE

Summarize any additional information necessary to describe your full qualifications:


**EMPLOYMENT BACKGROUND** (List positions in chronological order starting with the most current or most recent)

EMPLOYER NAME:		MAY WE CONTACT? r NO r YES	
ADDRESS:			
CITY:		STATE:	ZIP:
PHONE: ( )	NAME & TITLE OF SUPERVISOR:		
STARTING PAY:	ENDING PAY:	POSITION (S) HELD:	
DATE HIRED:	DATE SEPARATED:	REASON FOR SEPARATION	

EMPLOYER NAME:		MAY WE CONTACT? r NO r YES	
ADDRESS:			
CITY:		STATE:	ZIP:
PHONE: ( )	NAME & TITLE OF SUPERVISOR:		
STARTING PAY:	ENDING PAY:	POSITION (S) HELD:	
DATE HIRED:	DATE SEPARATED:	REASON FOR SEPARATION	

EMPLOYER NAME:		MAY WE CONTACT? r NO r YES	
ADDRESS:			
CITY:		STATE:	ZIP:
PHONE: ( )	NAME & TITLE OF SUPERVISOR:		
STARTING PAY:	ENDING PAY:	POSITION (S) HELD:	
DATE HIRED:	DATE SEPARATED:	REASON FOR SEPARATION	

I hereby give permission to contact the employers marked above concerning my prior work experience.

SIGNATURE:
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**PERSONAL REFERENCES** (Not former employers or relatives)

NAME & OCCUPATION	ADDRESS	PHONE NUMBER	YEARS KNOWN

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**IMPORTANT! PLEASE READ BEFORE SIGNING**

My signature constitutes my certification that my responses are true and complete and that I have read and understand this paragraph. Where an item is left blank, it is because there is no information within its scope. My signature further constitutes my authorization for the Wapakoneta Family YMCA to investigate the facts submitted and for those with relevant information, including, but without limitation, physicians, hospitals, schools, law enforcement agencies, my prior employers and/or personal references to provide such information to the Wapakoneta Family YMCA, and I release them from liability for doing so.

A copy of this form shall serve as my authorization to release information and records, I understand the Wapakoneta Family YMCA will conduct a background check before my employment begins. I hereby consent to undergo such drug screenings and post-offer medical examinations as the Wapakoneta Family YMCA may require. I understand and agree that any falsification or omission either on this form or in my response to questions asked during the interviewing or examination process or on employment forms I may subsequently complete, including "I-9" forms, may result in immediate termination of employment, no matter when the falsification or omission is discovered.

I also understand that, if hired, my employment is to be "at will" and that either I or my employer may terminate my employment at any time, with or without cause, unless the "at will" arrangement is modified by a written agreement signed by both myself and the CEO of the Wapakoneta Family YMCA.

\*I also understand that if I have unsupervised access to children, I may be required to provide a set of fingerprints and a criminal records check as required by the State of Ohio., Am.Sub.SB 187.

SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_



**DO NOT WRITE BELOW THIS LINE**

Interviewed by: \_\_\_\_\_ Date: \_\_\_\_\_

If applicant was previously employed at the Wapakoneta Family YMCA, are they eligible for rehire? r No r Yes

VERIFIED BY: \_\_\_\_\_

DATE: \_\_\_\_\_