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## Employment Application

*The South Whidbey Parks & Recreation District is an Equal Opportunity Employer*

### Position Applied For:

Thank you for your interest in the South Whidbey Parks & Recreation District (SWPRD) as an employer. Only final candidates for posted openings will be contacted personally by the District.

### General Information

Name (last, first, middle initial)		
Mailing Address	City, State, Zip	
Street Address	City, State, Zip	
Home Phone	Work Phone	Message Phone.
Email Address	Birthdate (if under 18 years old)	

Are you a current or former SWPRD employee? <input type="checkbox"/> Yes <input type="checkbox"/> No	Position	Dates From: _____ To: _____
Name(s) of relatives employed by SWPRD		Relationship
Type of work desired: <input type="checkbox"/> Full-time <input type="checkbox"/> Part-time <input type="checkbox"/> Temporary <input type="checkbox"/> Seasonal <input type="checkbox"/> Other _____		Date available to start, if hired:

### Education & Training

Name of High School Attended	City	State	Graduate? <input type="checkbox"/> Yes <input type="checkbox"/> No	G.E.D.? <input type="checkbox"/> Yes <input type="checkbox"/> No
College or University	Major	Dates Attended From _____ To _____	Full Years Completed	Degrees Title _____ Dates _____
List any vocational, on-the job, military training, etc., which would be useful in the position for which you are applying			Dates Attended From _____ To _____	Hrs/Credits Completed

### Additional Skills Describe skills relevant to the job for which you are applying.

SKILL	TYPE OF EXPERIENCE	LEVEL OF EXPERTISE
Office equipment, computers, software		
Heavy equipment, machinery		
Technical skills, professional licenses		
Other		
Can you perform the essential functions of the job with or without reasonable accommodation? <input type="checkbox"/> Yes <input type="checkbox"/> No		

**Background Information**

Are you authorized to work in the U.S.?  Yes  No

Do you have a valid Washington State Driver's License?  Yes  No DL# \_\_\_\_\_

(If position applied for involves driving): Have you been convicted, pleaded to no contention or paid a fine for any traffic violations in the past three (3) years?  Yes  No If yes, please explain:

Have you been convicted of a felony or served time in prison within the last ten (10) years?  Yes  No  
Conviction will not necessarily bar you from employment. If yes, please explain:

**Employment History**

Beginning with your present or most recent employment, list your employment history. Include self-employment, military service, volunteer experience and periods of unemployment. The following sections MUST be completed even if a resume is submitted, but additional employment history may be attached.

Employer	Employed from:	To:
Address	Supervisor	
Phone	Hours worked/week	Starting salary
Position	Last salary	
Primary Duties		
Number of employees supervised by you	May we contact this employer?	Supervisor's phone
Reason for leaving		

Employer	Employed from:	To:
Address	Supervisor	
Phone	Hours worked/week	Starting salary
Position	Last salary	
Primary Duties		
Number of employees supervised by you	May we contact this employer?	Supervisor's phone
Reason for leaving		

Employer	Employed from:	To:
Address	Supervisor	
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Position	Last salary	
Primary Duties		
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<b>Professional References</b> Please list below any people in addition to the supervisors listed above who can responsibly evaluate your work experience.		
Name	Place of employment / title	Phone

*It is understood and agreed that the foregoing is true to the best of my knowledge, and that my falsification of this application will be grounds for elimination from further consideration or, if employed by the South Whidbey Parks & Recreation District, for dismissal. I authorize the District to solicit information regarding my character, general reputation, credit, previous employment and similar background information, and to contact any and all references I have given on my application.*

Applicant's Signature \_\_\_\_\_ Date \_\_\_\_\_

<b>How / where did you hear about the position for which you are applying (Check one)</b>		
<input type="checkbox"/> Friend or relative	<input type="checkbox"/> District employee	<input type="checkbox"/> Employment Security
<input type="checkbox"/> Newspaper ad	<input type="checkbox"/> District web site	<input type="checkbox"/> Electronic Newsletter
Which paper? _____		<input type="checkbox"/> Other (please specify)