



South Whidbey Parks & Recreation District

PO Box 136

Langley, WA 98260

swparks@whidbey.com

Phone 360-221-5484

Fax 360-221-7323

www.swparks.org

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)		Social Security No. (Optional)	
Mailing Address		City, State, Zip	
Street Address		City, State, Zip	
Home Phone	Work Phone	Message Phone No.	
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"/> Summer <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.? <input type="checkbox"/> Yes <input type="checkbox"/> No			
Do you have a valid Washington State Driver's License? <input type="checkbox"/> Yes <input type="checkbox"/> 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? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, please explain:			
Have you been convicted of a felony or served time in prison within the last ten (10) years? <input type="checkbox"/> Yes <input type="checkbox"/> 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.			
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:
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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			

Professional References		
Please list below any people in addition to the supervisors listed above who can responsibly evaluate you 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 _____

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