

# FERRY BEACH PARK ASSOCIATION

## 2012 EMPLOYMENT APPLICATION

*We consider applications for all positions without regard to race, color, sex, sexual orientation, age, physical or mental disability, genetic pre-disposition, ancestry, national origin or any other applicable legally protected status.*

Name: \_\_\_\_\_ Nickname: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_ Social Security #: \_\_\_\_\_

Email: \_\_\_\_\_

Position desired: \_\_\_\_\_ Second choice: \_\_\_\_\_

**The contract period begins June 13 and ends on September 4. If you cannot be available for all of this period, please specify when you can arrive and when you must leave**

Arrive: \_\_\_\_\_ Leave: \_\_\_\_\_.

**If you do not know your schedule at the time of application, please indicate when you will let us know. No application will be accepted without this information. These dates must be firm!**

### PERSONAL DATA

Occupation: \_\_\_\_\_ Are you a U.S. citizen or legally authorized to work in the United States? (*Proof of citizenship or immigration status will be required upon employment.*) \_\_\_\_\_

Are you a member of a UU church, fellowship or CLF? \_\_\_\_\_ Church: \_\_\_\_\_

Minister: \_\_\_\_\_ Church Phone: \_\_\_\_\_

Why do you want to work at Ferry Beach this summer? \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Previous experience at Ferry Beach: \_\_\_\_\_

\_\_\_\_\_

Hobbies, talents, skills that would benefit Ferry Beach: \_\_\_\_\_

\_\_\_\_\_

Are you physically and emotionally able to perform, with or without reasonable accommodation, the tasks related to the job(s) for which you have applied? (*FBPA complies with the ADA and provides reasonable accommodations that may be necessary for eligible applicants and employees to perform essential job functions*) \_\_\_\_\_

Have you ever been terminated or asked to resign from a paid or volunteer position? \_\_\_ Yes \_\_\_ No

If yes, please explain: \_\_\_\_\_

Have you ever been convicted of, or plead no contest to, a criminal offense? \_\_\_\_\_ Yes \_\_\_\_\_ No

If yes, please list the charge(s): \_\_\_\_\_

Where convicted: \_\_\_\_\_ Date: \_\_\_\_\_ Status: \_\_\_\_\_

Are any criminal charges currently pending against you? If yes, please list the charge(s):

Where pending: \_\_\_\_\_ Date: \_\_\_\_\_ Status: \_\_\_\_\_

Have you ever been convicted of or held responsible for any criminal or civil offense involving child abuse or sexual abuse? \_\_\_ Yes \_\_\_ No. If yes, please explain: \_\_\_\_\_

Are any charges involving child abuse or sexual abuse now pending against you? \_\_\_ Yes \_\_\_ No

If yes, please explain: \_\_\_\_\_

Have you ever lost temporary or permanent custody of a child or had your parental rights terminated as a result of charges of child abuse or neglect? \_\_\_\_\_

If you have answered "Yes to any of these questions, please provide an explanation below:.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

*Conviction of a crime or offense is not necessarily a bar to employment in all cases. Each conviction/offense is evaluated individually.*

## EDUCATION

High School: \_\_\_\_\_ Location: \_\_\_\_\_

Diploma: \_\_\_\_\_ Other (Specify): \_\_\_\_\_ Highest Grade Completed: \_\_\_\_\_

College: \_\_\_\_\_ Location: \_\_\_\_\_

Major: \_\_\_\_\_ Degree: \_\_\_\_\_ Highest Grade Completed: \_\_\_\_\_

Job Related Training and Special Skills: List any applicable skills, training, awards, licenses, and certificates, and your specific qualifications for these positions: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

# WORK EXPERIENCE

*Describe your work experiences in detail, beginning with your current or most recent job. Include military service (indicate rank) and job related volunteer work, if applicable. Provide an explanation for any gaps in employment. All information in this section must be complete. A resume may be attached, but not substituted for completing this section.*

**Name of Present or Last Employer:** \_\_\_\_\_

Address: \_\_\_\_\_ Phone: \_\_\_\_\_

Job Title: \_\_\_\_\_ Supervisor: \_\_\_\_\_

From: \_\_\_\_\_ To: \_\_\_\_\_ Hours per week: \_\_\_\_\_ Salary: \_\_\_\_\_

Job Duties (Give Details): \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Reason for Leaving: \_\_\_\_\_

**Your Next Most Recent Employer:** \_\_\_\_\_

Address: \_\_\_\_\_ Phone: \_\_\_\_\_

Job Title: \_\_\_\_\_ Supervisor: \_\_\_\_\_

From: \_\_\_\_\_ To: \_\_\_\_\_ Hours per week: \_\_\_\_\_ Salary: \_\_\_\_\_

Job Duties (Give Details): \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Reason for Leaving: \_\_\_\_\_

**Your Next Most Recent Employer:** \_\_\_\_\_

Address: \_\_\_\_\_ Phone: \_\_\_\_\_

Job Title: \_\_\_\_\_ Supervisor: \_\_\_\_\_

From: \_\_\_\_\_ To: \_\_\_\_\_ Hours per week: \_\_\_\_\_ Salary: \_\_\_\_\_

Job Duties (Give Details): \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Reason for Leaving: \_\_\_\_\_

## REFERENCES

List at least three references including one employer, one school reference (for Youth Crew applicants) and one Ferry Beach reference, if possible. Provide name, address, and telephone. **This information must be complete.** Ferry Beach uses responsible hiring practices, and references will be checked. If you have worked for us in the last three years, you may omit this part of the application.

Name: \_\_\_\_\_ Name: \_\_\_\_\_  
Address: \_\_\_\_\_ Address: \_\_\_\_\_  
Phone: \_\_\_\_\_ Phone: \_\_\_\_\_  
Relationship: \_\_\_\_\_ Relationship: \_\_\_\_\_  
How long known: \_\_\_\_\_ How long known: \_\_\_\_\_

Name: \_\_\_\_\_ Name: \_\_\_\_\_  
Address: \_\_\_\_\_ Address: \_\_\_\_\_  
Phone: \_\_\_\_\_ Phone: \_\_\_\_\_  
Relationship: \_\_\_\_\_ Relationship: \_\_\_\_\_  
How long known: \_\_\_\_\_ How long known: \_\_\_\_\_

I certify that all information I have provided in order to apply for and secure work with this employer is true, complete and correct.

I expressly authorize the employer, its representatives, employees or agents to contact and obtain information from all references (personal and professional), employers, public agencies, licensing authorities and educational institutions and to otherwise verify the accuracy of all information provided by me in this application, resume or job interview. I hereby waive any and all rights and claims I may have regarding the employer, its agents, employees or representatives, for seeking, gathering and using such information, in a lawful manner, in the employment process and all other persons, corporations or organizations for furnishing such information about me.

I have received a stand-alone notification that a background/consumer report will be requested and used for the purpose of evaluating me for employment. I have also been informed that I may review a summary of my rights under the Fair Credit Reporting Act at <http://www.ftc.gov/bcp/conline/pubs/credit/fcrasummary.pdf>.

I understand that this employer does not unlawfully discriminate in employment and no question on this application is used for the purpose of limiting or eliminating any applicant from consideration for employment on any basis prohibited by applicable, state or federal law.

I also understand that if I am hired, I will be required to provide proof of identity and legal authorization to work in the United States and that the Department of Homeland Security requires me to complete Form I-9.

I understand that any information provided by me that is found to be false, incomplete or misrepresented in any respect, will be sufficient cause to (i) eliminate me from further consideration for

employment, or (ii) may result in my immediate discharge from the employer's service, whenever it is discovered.

I hereby acknowledge that any employment relationship with FBPA is of an "at will" nature, which means that I may resign at any time and FBPA may terminate my employment at any time, for any lawful reason, with or without cause and with or without notice. It is further understood this "at will" employment relationship may not be changed by any written document or by conduct unless such change is specifically acknowledged in writing by the Executive Director of the FBPA.

Applicant signature: \_\_\_\_\_ Date: \_\_\_\_\_

## APPLICANTS UNDER 18 YEARS OF AGE

Date of birth: \_\_\_\_\_

School: \_\_\_\_\_ Grade completed in 6/10: \_\_\_\_\_

Courses, average grades: \_\_\_\_\_

Extracurricular activities: \_\_\_\_\_

Special recognition, awards: \_\_\_\_\_

Do you accept the Ferry Beach and State of Maine policy that the use of any tobacco products is not permitted for anyone under the age of 18, and drinking alcoholic beverages is not permitted for anyone under the age of 21? \_\_\_\_\_

Signature of Parent or Guardian: \_\_\_\_\_ Date: \_\_\_\_\_

Please return completed application as soon as possible to:

Ferry Beach Park Association  
5 Morris Avenue  
Saco, Maine 04072  
Attn: Employment Office

**Application must be returned by March 15, 2012.** You will be contacted at the phone number listed above for a phone interview. Decisions on employment will be made by April 15, 2012 and a contract will be mailed to you. If you have any questions, please do not hesitate to call.