

ARCADE CREEK RECREATION AND PARK DISTRICT

4855 Hamilton Street, Sacramento, CA 95841

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(916) 482-8377 Fax (916) 483-1320

EMPLOYMENT APPLICATION

PERSONAL INFORMATION

DATE _____

NAME (Last, First, MI) _____

PRESENT ADDRESS (Street, City, State, Zip) _____

PERMANENT ADDRESS (Street, City State, Zip) _____

PHONE NUMBER _____

IF RELATED TO ANYONE IN OUR EMPLOY
STATE NAME AND DEPARTMENT
(OMIT NAME OF SPOUSE) _____

REFERRED
BY _____

EMPLOYMENT DESIRED

POSITION _____ DATE YOU CAN START _____ SALARY DESIRED _____

ARE YOU EMPLOYED NOW? _____ IF SO MAY WE INQUIRE OF YOUR EMPLOYER? _____

EVER APPLIED TO THIS COMPANY BEFORE? _____ WHEN? _____ POSITION? _____

EDUCATION

	<u>NAME AND LOCATION OF SCHOOL</u>	<u>GRADUATED?</u>	<u>MAJOR SUBJECTS</u>	<u>AVG GRADE</u>
GRAMMAR SCHOOL	_____	_____	_____	_____
HIGH SCHOOL	_____	_____	_____	_____
COLLEGE	_____	_____	_____	_____
TRADE, BUSINESS OR CORRESPONDENCE SCHOOL	_____	_____	_____	_____
SUBJECTS OF SPECIAL STUDY OR RESEARCH WORK _____				

CERTIFICATIONS/LICENSES _____				

FORMER EMPLOYERS (LIST BELOW LAST FOUR EMPLOYERS, BEGINNING WITH PRESENT OR MOST RECENT)

DATE MONTH AND YEAR	NAME AND ADDRESS OF EMPLOYER	SALARY	POSITION	REASON FOR LEAVING
FROM				
TO				
FROM				
TO				
FROM				
TO				
FROM				
TO				

REFERENCES (GIVE THE NAMES OF THREE PERSONS NOT RELATED TO YOU WHOM YOU HAVE KNOWN AT LEAST ONE YEAR)

NAME	ADDRESS	BUSINESS	YEARS ACQUAINTED

IN CASE OF EMERGENCY, NOTIFY (NAME)

ADDRESS

PHONE

I AUTHORIZE INVESTIGATION OF ALL STATEMENTS CONTAINED IN THIS APPLICATION. I UNDERSTAND THAT MISREPRESENTATION OR OMISSION OF FACTS CALLED FOR IS CAUSE FOR DISMISSAL. FURTHER, I UNDERSTAND AND AGREE THAT MY EMPLOYMENT IS FOR NO DEFINITE PERIOD AND MAY, REGARDLESS OF THE DATE OF PAYMENT OF MY WAGES AND SALARY, BE TERMINATED AT ANY TIME WITHOUT ANY PREVIOUS NOTICE.

DATE

SIGNATURE

INTERVIEWED BY

DATE

REMARKS:

NEATNESS

ABILITY

HIRED	POSITION	WILL REPORT	SALARY WAGES

APPROVED: 1. EMPLOYMENT MANAGER 2. DEPARTMENT HEAD 3. GENERAL MANAGER
