

PERSONAL DATA			
LAST NAME	FIRST	MIDDLE	
HOME ADDRESS		PERMANENT ADDRESS (If different as home address)	
STREET		STREET	
CITY		CITY	
TELEPHONE - Area Code NUMBER		E-Mail Address	
Person to contact in an emergency NAME:		TELEPHONE - Area Code NUMBER	
Relationship to you:			

EMPLOYMENT INFORMATION	
Position(s) applying for:	When are you available for work?
SOCIAL SECURITY NUMBER	Are you 18 years of age or over? <input type="checkbox"/> YES <input type="checkbox"/> NO
Are you a U.S. citizen or national, an alien lawfully admitted to permanent residence or an alien authorized to work in the United States? <input type="checkbox"/> YES <input type="checkbox"/> NO	
Have you been convicted of a felony or misdemeanor in the past 5 years? <input type="checkbox"/> YES <input type="checkbox"/> NO. If yes, explain:	
How were you referred to us?	

EDUCATION AND TRAINING					
Type of School	Name of school & state	Graduated		Type of Degree Diploma/Certificate	Major/Minor Field of Study
		Yes	No		
High School					
College or University					
Other Education					

EMPLOYMENT EXPERIENCE			
Company Name, City & State	Dates Employed		Supervisor's Name
	Month	Year	
	From		
			Title
Phone	To		Phone
	From		
			Title
Phone	To		Phone
	From		
			Title
Phone	To		Phone

List any other employment experience that is pertinent to the position you are applying: _____

REFERENCES

WORK REFERENCES (Those individuals who can verify your performance on the job)

Name	How do they know you?
Company Name	Phone
Name	How do they know you?
Company Name	Phone

CHARACTER REFERENCES (Those individuals not related to you who can verify your character)

Name	How do they know you?
Address	Phone
Name	How do they know you?
Address	Phone

I hereby give the Hempfield Area Recreation Commission (HARC) the right to make a thorough investigation into my previous employment, education and references. I release, indemnify and hold harmless HARC from and against any and all liability which might result from making such as investigation.

I understand that any false answer, statement or representation made by me in this application shall constitute sufficient cause for discharge. If an employment relationship is established, I understand and agree that it is not for a definite period of time and that I have the right to terminate my employment at any time, for any reason or for no reason, and that HARC retains a similar right. I understand that, if accepted for employment, it is necessary to abide by the rules and policies of HARC and that I will be on a three (3) month probation before being considered a regular employee.

Signature: _____ Date: _____

All applicants/candidates for positions are considered without regard to race, color, religion, sex, national origin, age, marital status, or the presence of a non-job related medical condition or disability. The Hempfield Area Recreation Commission is an Equal Opportunity Employer. Applications should be returned to the Hempfield Area Recreation Commission, 950 Church Street, Landisville PA 17538. Phone: (717) 898-3102.

ACTIVITIES CHECKLIST

Check those activities **once** with which you are familiar. Check those activities **twice** with which you have organized and directed. Check those activities **three** times with which you have officiated or are certified. Attach a copy of any certifications or credentials, i.e. First Aid, CPR, Lifesaving, Aerobics, etc.

CERTIFICATIONS

- CPR
- First Aid
- AAAI
- ACE
- AFAA
- ESA
- NDEITA
- Other _____

AQUATICS

- Swimming
- Boating
- Canoeing
- Lifeguard Training
- Lifeguard Instructor
- Water Safety Instructor
- Other _____

RECREATION

- Active Games
- Passive Games
- Relay Games
- Tag Games
- Quiet Activities
- Party Games
- Games w/ Pre-schoolers
- Games w/ School age
- Games w/ Jr. High age
- Activities with Adults
- Activities with Seniors
- Other _____

CLUBS

- Boy Scouts
- Girl Scouts
- 4-H Club
- Boy's Club
- Girl's Club
- Church Groups
- Nature
- Athletic
- Craft
- Dramatic
- Literary
- Music
- Youth
- Gardening
- Senior Citizen
- Other _____

MUSIC

- Band
- Singing
- Orchestra
- Chorus
- Instrument
- Piano
- Other _____

OUTDOOR

- Hiking
- Climbing
- Camping
- Nature Study
- Other _____

SPORTS

- Baseball
- Softball
- Basketball
- Football
- Field Hockey
- Soccer
- Track & Field
- Cross Country
- Volleyball
- Walleyball
- Wrestling
- Aerobics
- Aerobic Instructor
- Horseback Riding
- Billiards
- Bowling
- Golf
- Tennis
- Rollerskating
- Racquetball
- Baton Twirling
- Cheerleading
- Rugby
- Gymnastics
- Lacrosse
- Weight Lifting
- Other _____

CRAFTS

- Basketry
- Ceramics
- Knitting
- Leather Work
- Metal Work
- Model Building
- Painting
- Woodwork
- Nature Sculpting
- Crafts w/ Pre-schoolers
- Crafts w/ School age
- Crafts w/ Jr. High age
- Crafts with Adults
- Crafts with Seniors
- Other _____

OFFICE

- Typing
- Bookkeeping
- Filing
- Word Processing
- Publicity
- Other _____

DANCING

- Ballroom
- Country
- Square
- Modern
- Jazz
- Ballet
- Other _____