



Employment Application

Please Print

_____ Date _____ Full Name Including Middle Initial

_____ Address _____ City _____ State _____ Zip Code

_____ Home Phone _____ Cell Phone _____ email: _____

Employment Desired

Position applying for: Recreation Assistant

Personal Information

Have you ever worked for UCP of the Golden Gate before? Yes No
If yes, when? _____

Do you have any friends or relatives working for UCP of the Golden Gate? Yes No
If yes, please state name(s) and relationship(s):

_____ Name _____ Relationship

_____ Name _____ Relationship

If hired, do you have a reliable means of transportation to and from work? Yes No

Are you at least 18 years old? (If under 18, subject must show verification of work permit)
 Yes No

If hired, can you present evidence of your U.S citizenship or proof of your legal right to live and work in this country?
 Yes No

Are you able to perform the essential functions of the job for which you are applying, wither with or without reasonable accommodations? Yes No

If no, describe the functions that can not be performed.

Education, Training, and Experience

School	Name & Address	# of Years Completed	Did you Graduate?	Degree or Diploma
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High School	Name _____	_____	<input type="checkbox"/> Yes <input type="checkbox"/> No	_____
	Address _____			
	City _____	State _____	Zip Code _____	

College / University	Name _____	_____	<input type="checkbox"/> Yes <input type="checkbox"/> No	_____
	Address _____			
	City _____	State _____	Zip Code _____	

Vocational / Business	Name _____	_____	<input type="checkbox"/> Yes <input type="checkbox"/> No	_____
	Address _____			
	City _____	State _____	Zip Code _____	

Health Care Training	Name _____	_____	<input type="checkbox"/> Yes <input type="checkbox"/> No	_____
	Address _____			
	City _____	State _____	Zip Code _____	

Employment History

List below all present and past employment starting with your most recent (last five years is sufficient). Account for all periods of unemployment. You must complete this section even if attaching a resume.

1. _____
Employer Supervisor's Name Phone Number

Address & Street City State Zip Code

Date of Employment: _____ - _____ Hourly Salary: _____ - _____
From To Starting Ending

Position: _____

Reason for Leaving:

May we contact this employer for a reference? _____ Yes No

2. _____
Employer Supervisor's Name Phone Number

Address & Street City State Zip Code

Date of Employment: _____ - _____ Hourly Salary: _____ - _____
From To Starting Ending

Position: _____

Reason for Leaving:

May we contact this employer for a reference? _____ Yes No

3. _____
Employer Supervisor's Name Phone Number

Address & Street City State Zip Code

Date of Employment: _____ - _____ Hourly Salary: _____ - _____
From To Starting Ending

Position: _____

Reason for Leaving:

May we contact this employer for a reference? _____ Yes No

References

List below three persons not related to you who have knowledge of your work performance within the last three years.

1. _____
 Name Telephone #

 Address & Street City State Zip Code

 Occupation Relationship # of Years Acquainted

2. _____
 Name Telephone #

 Address & Street City State Zip Code

 Occupation Relationship # of Years Acquainted

3. _____
 Name Telephone #

 Address & Street City State Zip Code

 Occupation Relationship # of Years Acquainted

Please Read Carefully, Initial Each Paragraph and Sign Below

Initials

I hereby certify that I have not knowingly withheld any information that might affect my chances for employment and that the answers given by me are true and correct to the best of my knowledge. I further certify that I, the undersigned applicant, have personally completed this application. I understand that any omission or misstatement of material fact on this application or on any document used to secure employment shall be grounds for rejection of this application or for immediate discharge if I am employed, regardless of the time elapsed before discovery.

Initials

I hereby authorize UCP of the Golden Gate, to thoroughly investigate my references, work record, education and other matters related to my suitability for employment and, further, authorize the references I have listed to disclose to UCP of the Golden Gate any and all letters, report, and other information related to my work records, without giving me prior notice of such disclosure. In addition, I hereby release UCP of the Golden Gate, my former employers, and all other persons, corporations, partnerships and associations from any and all claims, demands, or liabilities arising out of or in any way related to such investigation or disclosures.

Initials

I understand that nothing contained in the application, or conveyed during any interview which may be granted or during my employment, if hired, is intended to create an employment contract between UCP of the Golden Gate and myself. In addition, I understand and agree that if I am employed, my employment is for no definite or determinable period and may be terminated at any time, with or without prior notice, at the option of either myself or UCP of the Golden Gate and that no promises or representations contrary to the foregoing are binding on UCP of the Golden Gate unless made in writing and signed by me and UCP of the Golden Gate's designated representative.

Initials

Should a search of public records (including records documenting an arrest, indictment, conviction, civil judicial action, tax lien or outstanding judgment) be conducted by internal personnel employed by UCP of the Golden Gate, I am entitled to copies if any such public records obtained by UCP of the Golden Gate unless I mark the check box below. If I am not hired as a result of such information, I am entitled to a copy of any such records even though I have checked the box below.

I waive receipt of a copy of any public record described in the paragraph above.

Date

Applicant's Signature

(Please Attach a Copy of Your Resume in Addition to this Application)