

Previous Work Experience:

Employer: _____ Job Title: _____

Start Date: _____ End Date: _____ Reason for leaving: _____

Supervisor: _____ May we contact your present employer? ____ Yes ____ No

Telephone: _____ Type of Business: _____ Starting Salary: _____ Final Salary: _____
Include Area Code

Duties Performed: _____

General:

Are you authorized to work in the United States? ____ Yes ____ No (Proof of eligibility to work in the U.S. will be required upon employment.)

Are you 18 years old or older? ____ Yes ____ No

How did you happen to contact the Town/City? _____

Are you available to work full-time ____ part-time ____ temporary ____?
If part-time, indicate maximum hours per week _____

Can you perform essential functions of the job with or without reasonable accommodation? ____ Yes ____ No

Are you currently on layoff or leave from another employer? ____ Yes ____ No

Education:

Name	City/State	Degree Rec'd	Grade Completed
High School: _____	_____	_____	_____

Major: _____

College: _____	_____	_____	_____
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Major: _____

Trade School: _____	_____	_____	_____
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Major: _____

Other: _____	_____	_____	_____
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Skills, Training and/or Certifications:

Special Interest:

Please list any school or community clubs, sports, or organizations that you are a part of or have been within the past three years:

Please list any recognitions, awards or certifications from the past three year:

What types of activities do you prefer?

Outdoor activities Hiking/Biking Arts and Crafts Golf Sports/Games Swimming Tennis

Others (please list):

Conviction Information:

Have you ever been convicted of a crime (including pleading guilty or no contest) that has not been annulled by a court, except for minor traffic violations? Yes No (If yes, please fill in information below.)

Conviction information will not necessarily bar an applicant from employment.

<i>Date</i>	<i>Reason</i>	<i>Disposition of Case</i>	<i>Place</i>
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***Please Answer the Following Questions
(Attach Additional Paper If Needed)***

Briefly describe your leadership style.

Give a brief example of when you organized and lead a group of people in an activity.

Explain briefly why you are interested in working for the Bethlehem Recreation Department or Town Pool?

References:

Please list people who have known you at least one year. They should be familiar with your character as it relates to you working with children. **Please do not include family members.** Each one will be contacted, either by phone or letter to complete a short questionnaire.

Name Phone Number

Name Phone Number

Name Phone Number

Please feel free to accompany this application with a letter or resume telling us more about yourself and your interest in employment with the Bethlehem Recreation Department.

Notice: Please read before signing

- If I am hired, I agree to abide by the rules and policies of the Town of Bethlehem and the Bethlehem Recreation Department
- I understand that if I am hired, my employment will be for no definite period, and that my employment and compensation can be terminated with or without cause and without notice, at any time, at the option of either the Town or me.
- I authorize all persons, companies, prior employers, schools, credit bureaus, and government agencies to supply any information concerning my background, education, and employment, and release all parties from all liability for any damages that may result from furnishing same to you.
- I certify that the information contained in this application is complete and correct to the best of my knowledge and understand that falsification of this information is grounds for dismissal in accordance with Town of Bethlehem policy.
- I certify that all of the information that I provide on this application or in any interview will be complete, true, and accurate. I understand that if I am hired, and any such information is later found to be incomplete, false, or misleading in any respect, I may be discharged.

I have read the above Notice Section or have had someone read or explain it to me, and I fully understand what I am in agreement of.

(Print Name)

(Signature)

(Date)

Please send application and any attachments to:

Recreation Department – Town of Bethlehem
PO Box 189, 2155 Main Street, Bethlehem, NH 03574

For questions or concerns please feel free to contact Abbie Sawyer at 603-869-3351 ext. 19 or recdirector@bethlehemnh.org