



# DeWitt Area Recreation Authority Job Application

Legal Name \_\_\_\_\_  
Last First Middle Initial

Address \_\_\_\_\_ City \_\_\_\_\_ Zip Code \_\_\_\_\_

Home Ph ( ) \_\_\_\_\_ Work Ph ( ) \_\_\_\_\_ Cell ( ) \_\_\_\_\_

E-mail Address \_\_\_\_\_

Position Sought? \_\_\_\_\_

Have you ever volunteered/worked here before? Y / N If so, when? \_\_\_\_\_

Do you have friends/relatives that are employed by DARA? Y / N If so, who? \_\_\_\_\_

What hours are you available to work? \_\_\_\_\_ First date available for work \_\_\_\_\_

What is the last date that you could work? \_\_\_\_\_ Are you a U.S. Citizen Y / N

List prior addresses and dates of residences for the past 10 years: (attach an additional sheet if needed)

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

List any prior experience, special qualifications or certifications you have, or hold, that pertains to the position you are applying for:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

List three references that have knowledge of your work, character, experience and ability

<u>Name</u>	<u>Phone Number</u>	<u>Relationship</u>
1. _____	_____	_____
2. _____	_____	_____
3. _____	_____	_____

Have you ever been convicted of a criminal misdemeanor, felony, sexual offense or crime involving controlled substances? Y / N

If yes, List Offense                      Date(s) of conviction                      State/City, and name of court

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List the last two jobs that you held, beginning with your present, or last, job.

Employer Name \_\_\_\_\_  
Address \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
Phone Number \_\_\_\_\_ Supervisor \_\_\_\_\_  
Job Performed \_\_\_\_\_  
Starting Rate \$ \_\_\_\_\_ Hr/Salary      Final rate \$ \_\_\_\_\_ Hr/Salary

Employer Name \_\_\_\_\_  
Address \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
Phone Number \_\_\_\_\_ Supervisor \_\_\_\_\_  
Job Performed \_\_\_\_\_  
Starting Rate \$ \_\_\_\_\_ Hr/Salary      Final rate \$ \_\_\_\_\_ Hr/Salary

Please Read and Sign

I am applying for a position with the DeWitt Area Recreation Authority. I agree to follow the direction and supervision of Authority personnel and follow all rules and policies. I attest that the following information is accurate and complete, and that I will inform the Authority of any changes in the information as soon as it occurs. I understand that any false answers or misleading statements as well as misrepresentations by omission made by me will be sufficient for my immediate dismissal. I will give my best effort to provide the participants I work with a safe environment. I agree to promptly inform the Authority of any safety or other concerns which I may have in regard to my involvement with the Authorities programs.

I authorize the DeWitt Area Recreation Authority to investigate my background and obtain information regarding any criminal convictions or allegations of criminal conduct relating to theft, dishonesty, assault, sexual assault, and controlled substances. The Authority is authorized to secure any necessary information from all prior employers, personnel, references, law enforcement agencies, or other persons and entities and public records. I hereby release and hold harmless any person or entity from liability arising from their giving or receiving information about my employment, criminal record, or volunteer history. Furthermore, I authorize the Authority to use photographs of the participant for its own advantage, including, but not limited to, reproducing photographs of the participant in brochures and other publicly distributed promotional literature. I acknowledge and agree that neither I nor the participants are entitled to any compensation for any use of the photographs I certify that all statements contained here are true and complete. A photocopy of this release may be used for all purposes.

Signature \_\_\_\_\_ Date \_\_\_\_\_

