

**TRUCKEE-DONNER
RECREATION AND PARK DISTRICT**
10046 Church Street Truckee, California 96161
Phone: 530-582-7720 Fax: 530-582-7724

We consider applicants for all positions without regard to race, color, national origin, sex, religious creed, age, mental or physical disability, veteran status, medical condition, marital status, sexual orientation or any other legally protected status.

PLEASE USE INK, INCOMPLETE APPLICATIONS NOT CONSIDERED

NAME (LAST, FIRST, MIDDLE)	DATE:
PRESENT ADDRESS:	TELEPHONE NUMBER:
PERMANENT ADDRESS:	TELEPHONE NUMBER:

IF UNDER 18, can you furnish a valid work permit? Y N	ARE YOU APPLYING FOR:	
SOCIAL SECURITY NO:	FULL TIME	RECREATION
---	PART TIME	PARKS
---	SEASONAL	AQUATICS
---	TEMPORARY	OFFICE
---	OTHER	
TITLE OF JOB POSITION IF KNOWN:		

SCHOOL	NAME AND LOCATION	COURSE	CIRCLE HIGHEST GRADE COMPLETED	TYPE OF DEGREE OR CERTIFICATE REC'D	DATE OF LEAVING
HIGH			9 10 11 12		
TRADE			1 2 3 4		
COLLEGE			1 2 3 4		
POST GRAD.			1 2 3 4		

Other training or skills (office machines, special courses, machinery):
Shorthand WPM Typing WPM Word Processing Computers

EMPLOYMENT HISTORY

READ CAREFULLY: Starting with your present or most recent job, working backwards, account for all time including periods of unemployment.				
NAME, ADDRESS, PHONE	DATES MONTH/YEAR	YOUR POSITION, DUTIES, AND SUPERVISOR	BASE Wage/Salary	EXPLAIN YOUR REASON FOR LEAVING

WE ARE AN EQUAL OPPORTUNITY EMPLOYER

Job Interest

Have you ever been employed by a Division of this Recreation and Park District? Y N	Made application? Y N
Position?	When?
In what types of work are you interested?	Starting wage expected?
When would you be available for work?	\$ per
Are there any times you would be unavailable to work?	
Y N When?	
How were you referred?	
If by newspaper, radio or agency, please give name.	
Do you have any relatives or acquaintances employed by this District? Y N	
If yes, please give name(s)	
Position(s)	
List languages other than English that you speak fluently:	

Data

If hired, would you be able to perform the essential functions of the job for which you applied, with or without reasonable accommodation? Y N
Have you ever been convicted of a felony offense? If yes, state the nature of the offense, when and where convicted and disposition of the case. (Convictions for marijuana-related offenses that are more than two years old need not be listed):
*Note: No applicant will be denied employment solely on the grounds of conviction of a felony offense. The nature of the offense, the date of the offense, the surrounding circumstances and the relevance of the offense to specific position(s) may, however, be considered.)

Please read carefully, initial each paragraph and sign below:

_____ I hereby certify that I have not knowingly withheld any information that might adversely 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 immediate discharge if I am employed, regardless of the time elapsed before discovery.

_____ I hereby authorize the District to thoroughly investigate my references, work record, education and other matters related to my suitability for employment and, further authorize the references listed to disclose to the District any and all letters, reports and other information related to my work records, without giving me prior notice of such disclosure. TDRPD has my permission to contact employers and/or references and I release them from any liability whatsoever. I hereby release the District, 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 disclosure.

_____ I understand that nothing contained in my application, or conveyed during any interview which may be granted or during my employment, if hired, is intended to create an employment contract between me and the District. I understand that if I am hired, my employment may be terminated at any time, with or without cause or notice, either by myself or TDRPD and that no promises or representations contrary to the foregoing are binding on the District unless made in writing and signed by me and the District's designated representative.

_____ I agree to abide by all present and subsequently issued policies of TDRPD.

_____ I understand that TDRPD considers reasonable accommodation measures that may be necessary for eligible applicants/employees to perform essential functions. I understand that employment may be subject to passing a job-related medical examination and skill and agility tests.

Date: _____ **Applicant's Signature:** _____

Your application will remain active for 30 days. After this time, please reapply.