



YMCA of Greater High Point

Employment Application / Information Sheet

Camp Cheerio Branch
 Carl Chavis Memorial Branch
 Carl and Linda Grubb YMCA
 Hartley Drive Family YMCA

Position of: _____
 Full Name: _____
 Address: _____
 City/State/Zip _____
 Home Phone: _____
 Previous Address _____

 Email Address _____

Branch: _____
 Date: _____
 SSN: _____
 Number of Years at Current Address: _____
 Business Phone _____
 Number of Years at Previous Address: _____

Are there any reasons you may have difficulty in performing any of the essential functions of the job (with or without reasonable accommodations) for which you have applied? Yes ____ No ____

If so, please describe any accommodation required: _____

Education:

Years	School	Major Subjects	Degree Granted

Past Employment:

Dates	Employer / Supervisor	Address	Phone	Reason for leaving

Indicate any employer you do not wish us to contact and the reason: _____

Present Employer: _____

References: (Give the name, address, phone and e-mail of 4 persons, having knowledge of your character, experience and ability.)

Name	Address / City / State / Zip	Phone <u>and</u> E-Mail

Can you meet the attendance requirements for the job that you are applying? Yes ____ No ____

If not, please explain: _____

Answer these questions ONLY if applying for a position requiring driving.

Do you have a valid drivers license? Yes ___ No ___	Issuing State: _____
License Number: _____	Expiration Date: _____
Are you currently insured? Yes ___ No ___	Company: _____
Policy Number: _____	
Have you ever been denied a license to operate a motor vehicle? Yes ___ No ___	
Have you ever had any permit or license suspended? Yes ___ No ___	
List any violations you have: _____	

Training: (List any training or certifications you hold such as CPR, Lifesaving, EMT, etc. that are pertinent to this application)

Certification	Institution Granting Certification	Expiration Date

Have you ever been convicted or pled no contest to any crime? Yes ___ No ___

If yes, explain: _____

If you will be handling money as a part of your duties, have you ever been denied bonding? Yes ___ No ___

List three words people use to describe you:

1. _____ 2. _____ 3. _____

Statement of Applicant:

In the High Point YMCA's efforts to attract the highest quality of staff, I understand that as a part of the application process for employment with the YMCA, an extensive inquiry will be made concerning my prior employment, activities, character and health, and I fully consent to and authorize all such inquiries. In the event of my employment by the High Point YMCA I will comply with all policies set forth in the personnel manual and with other policies established from time to time by the organization. I authorize the YMCA to obtain a criminal history record check and request my employment record from any former employer(s). I further understand that inquiries may be made, concerning my background, experience and prior employment. I hereby waive any right to claim that any request or investigation is an invasion of my privacy, since they are made with my consent and it is in my best interest that I be considered for employment. I understand that my continued employment may be contingent upon a criminal history check.

I certify that all statements made by me on this application are true to the best of my knowledge and that I have withheld nothing that would, if disclosed, affect this application unfavorably. I understand and agree that any misrepresentation or omission of facts would exclude my being considered for employment or after employment, may be cause for termination of employment with the YMCA. I understand that the YMCA will take any allegations or suspicions of child abuse seriously and will report such allegations to the police and state agencies for investigation. I also understand that if hired as a YMCA employee or volunteer, I am not allowed to fraternize with the YMCA youth members or participants outside of YMCA programs.

I understand and agree if I am employed, there is no contract period for employment and my employment would be solely an "employment at will" giving either me or the YMCA the right to terminate my employment at any time without liability or obligation except for my regular pay through the date of termination. I hereby acknowledge that I have read and understood the above statement and that I voluntarily sign this application. I understand this application will be active for only 30 days, and that if I am not hired within 30 days, I must re-apply in order to be considered for employment.

Signature of Applicant: _____

Date: _____