

**Town of Bethel  
Parks and Recreation Department  
P.O. Box 300  
White Lake, New York 12786**

**Application for Employment**

**Please Print Clearly or Type**

Name: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ City, State and Zip code: \_\_\_\_\_

Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Position(s) Applying For: \_\_\_\_\_

**Education:**

Have you graduated from high school? \_\_\_\_\_

If yes, name and location of high school: \_\_\_\_\_

If no, what grade did you complete? \_\_\_\_\_

A. If you have a high school equivalency diploma, indicate issuing Governmental Authority:

Number \_\_\_\_\_ Date of Issue \_\_\_\_\_

B. If you are currently attending a Junior High or High School, what is your concentration in?

C. If you completed or are currently enrolled in College, University, Professional, or Technical Schools or Special courses, please list the name of the school, dates of attendance, course or major, degree received and date of degree below:

**Qualifications:**

1. Do you hold any certifications from the American Red Cross, American Heart Association, or the YMCA in Health & Safety courses? \_\_\_\_\_ If yes, please list certifications along with expirations:

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***\*Please attach copies of certifications to this application***

2. Have you ever been convicted of any crime? \_\_\_\_\_ If yes, please explain on separate paper.

3. Were you ever discharged from any employment except for lack of work or funds, disability or medical condition? \_\_\_\_\_ If yes, please explain on separate paper.

4. Did you ever receive a discharge from the Armed Forces of the United States which was other than "Honorable" or which was issued under other than honorable conditions? \_\_\_\_\_

5. Please list any special talents, skills, interests, etc. which you possess that would make you a good candidate for the position you are applying for: \_\_\_\_\_

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6. Briefly describe any experiences you have had with children:

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**7. In the space below, please provide us with any additional information pertinent to the position you are applying for** (personal strengths, school/community activities, school honors or awards, travel, collections, prior program attendee):

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8. Please list your top 3 traits you exhibit that you feel would make you a good candidate for the position you are applying for (examples: creative, dependable, quick-thinking, friendly, patient, -working): \_\_\_\_\_

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9. Our programs are a team effort. A good team is made of people with various strengths. Of the four qualities listed below, please indicate your strength (+):

\_\_\_\_\_ caring, sensitive, and encouraging

\_\_\_\_\_ self-motivated and strategic

\_\_\_\_\_ detail-oriented and keenly aware

\_\_\_\_\_ fun and energetic

10. If you worked for one of our programs before, why do you want to return again?

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\_\_\_\_\_ And why do you feel you should be hired back?

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**Employment History**

1. Company Name: \_\_\_\_\_

Address: \_\_\_\_\_

Name of Supervisor: \_\_\_\_\_

Time Period Worked: \_\_\_\_\_

Brief description of duties: \_\_\_\_\_

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2. Company Name: \_\_\_\_\_

Address: \_\_\_\_\_

Name of Supervisor: \_\_\_\_\_

Time Period Worked: \_\_\_\_\_

Brief description of duties: \_\_\_\_\_

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3. Company Name: \_\_\_\_\_

Address: \_\_\_\_\_

Name of Supervisor: \_\_\_\_\_

Time Period Worked: \_\_\_\_\_

Brief description of duties: \_\_\_\_\_

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**Comments/Suggestions:**

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**References**

Please list 3 references familiar with your character and/or your ability to perform the duties necessary for the position you are applying for (**non-relatives please**):

Name	Phone	Title
1. _____		
2. _____		
3. _____		

The Town of Bethel is an Equal Opportunity/Affirmative Action Employer. It is the policy of the Town of Bethel to promote equal opportunity in employment without discrimination because of age, race, gender, sexual orientation, disability, or marital status.

**Affirmation:**

I affirm under penalties of perjury that all statements made on this application, including any attached papers, are true. I understand that all statements made by me in connection with this application are subject to investigation and verification and that a material misstatement or fraud may disqualify me from appointment and/or lead to revocation of my appointment.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**Please return application to:**

Town of Bethel Parks and Recreation  
PO Box 300  
White Lake New York 12786

Or e-mail to [bethelnyparksandrec@gmail.com](mailto:bethelnyparksandrec@gmail.com)

Or in person at the Bethel Town Hall, 3454 Rt 55, White Lake

**Applications are due: March 31, 2017** Interviews will be held in April.