

Application Date \_\_\_\_\_  
Interview Date \_\_\_\_\_



**BOYS & GIRLS CLUBS**  
OF THE COLUMBIA BASIN

## Application for Employment

Name \_\_\_\_\_

Address \_\_\_\_\_

Date of Birth \_\_\_\_\_ Social Security # \_\_\_\_\_

Home Telephone \_\_\_\_\_ Cell Phone \_\_\_\_\_

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

List any days or hours you cannot work? \_\_\_\_\_

Date you can start work: \_\_\_\_\_

HAVE YOU WORKED FOR BOYS AND GIRLS CLUBS BEFORE? Yes \_\_\_ No \_\_\_

ARE YOU WILLING TO WORK ADDITIONAL HOURS AS REQUIRED FOR SPECIAL EVENTS? Yes \_\_\_ No \_\_\_

YOU ARE ABLE & WILLING TO WORK AT EITHER THE DOWNTOWN OR LARSON BRANCH Yes \_\_\_ No \_\_\_

DO YOU HAVE A CURRENT WASHINGTON STATE DRIVERS LICENSE? Yes \_\_\_ No \_\_\_

ARE YOU OVER 18 YEARS OLD? Yes \_\_\_ No \_\_\_

ARE YOU A U.S. CITIZEN OR OTHERWISE AUTHORIZED TO WORK IN THE U.S.? Yes \_\_\_ No \_\_\_

ANY TRAFFIC VIOLATIONS IN THE LAST 3 YEARS? Yes \_\_\_ No \_\_\_

HAVE YOU EVER BEEN CONVICTED OF A FELONY? Yes \_\_\_ No \_\_\_

If yes, describe conditions: \_\_\_\_\_

\_\_\_\_\_

**EDUCATION:**

Name of School          # of Years    Graduate?    Subjects Studied

HIGH SCHOOL \_\_\_\_\_

COLLEGE \_\_\_\_\_

TRADE OR  
BUSINESS SCHOOL \_\_\_\_\_

**EMPLOYMENT HISTORY:** (Start with present or last position)

Employer: \_\_\_\_\_

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

Phone: \_\_\_\_\_ Position Title: \_\_\_\_\_

Duties: \_\_\_\_\_

Start Date: \_\_\_\_\_ End Date: \_\_\_\_\_ Last Salary: \_\_\_\_\_

Reason for leaving: \_\_\_\_\_

Employer: \_\_\_\_\_

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

Phone: \_\_\_\_\_ Position Title: \_\_\_\_\_

Duties: \_\_\_\_\_

Start Date: \_\_\_\_\_ End Date: \_\_\_\_\_ Last Salary: \_\_\_\_\_

Employer: \_\_\_\_\_

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

Phone: \_\_\_\_\_ Position Title: \_\_\_\_\_

Duties: \_\_\_\_\_

Start Date: \_\_\_\_\_ End Date: \_\_\_\_\_ Last Salary: \_\_\_\_\_

Reason for leaving: \_\_\_\_\_

**SKILLS:**

5= My Specialty      4= Confident to Lead                      3= Confident to Assist Activity  
2= Limited Experience      1= No Experience

Computers\_\_\_\_\_ Arts & Crafts\_\_\_\_\_ Teen Programs\_\_\_\_\_ Athletics\_\_\_\_\_

Games Room\_\_\_\_\_ Education Tutor\_\_\_\_\_ Drama\_\_\_\_\_ Story Telling\_\_\_\_\_

Dance/Movement\_\_\_\_\_ Writing Skills\_\_\_\_\_ Health/Nutrition\_\_\_\_\_ Recreation\_\_\_\_\_

List any other skills or areas of interest : \_\_\_\_\_

\_\_\_\_\_

Previous experience you have working with children: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**REFERENCES:**

NAME	ADDRESS	PHONE	OCCUPATION
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1.) \_\_\_\_\_

2.) \_\_\_\_\_

3.) \_\_\_\_\_

*I certify that the above is true to the best of my knowledge. I understand that untruthful or misleading information is cause for rejection of my application or dismissal if employed. I authorize an investigation of statements contained in this application, which will allow the employer to make an employment decision.*

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

Emergency Contact: Name & Number \_\_\_\_\_