

Aberdeen Family YMCA

Employment Application

Equal Opportunity Employer



The mission of the Aberdeen Family YMCA is to put Christian principles into practice that build healthy spirit, mind, and body for all.



Aberdeen Family YMCA
5 South State Street
Aberdeen, SD 57401
605-225-4910



Personal Information

Date: _____

Name (Last, First, Middle) _____

Social Security Number _____

Current Address _____

City _____

State _____

Zip _____

Home Phone: (____) _____ Cell Phone: (____) _____

If employed, can you provide proof of US citizenship? ____ Yes ____ No

Are you over 18 years of age? ____ Yes ____ No

Have you been known by another name? ____ Yes ____ No If yes, what name? _____

Have you ever worked for the YMCA before? ____ Yes ____ No

If yes, reason for leaving? _____

Are you acquainted with anyone who is or was employed by the YMCA? ____ Yes ____ No

If yes, who? _____

Have you been convicted of a crime (other than traffic violations) or been imprisoned during the last seven years? A conviction will not necessarily disqualify you from employment.

____ Yes ____ No If yes, please explain: _____

If hired by the YMCA, a criminal background check or an investigation of your driving record, including verification of your valid drivers license, may be conducted. Is this acceptable?

____ Yes ____ No If no, please explain: _____

Authorization Signature to perform background check: _____

Your Interest in the YMCA

What position (s) are you applying for? _____

Date available to start work: _____

What hours are you available for work? (Check all that apply)

____ Mornings ____ Daytime ____ Evenings ____ Weekends

What unique qualifications, skills, experience or interests do you bring to the YMCA?

Why would you like to work for the YMCA? _____

Education and Training

High School Name & Location _____

College/University Name & Location _____

Degree (s) Earned/Dates Attended _____

Trade/Technical Training Organization Name & Location _____

Degree (s) Earned/Dates Attended _____

Special training & skills: _____

Certification (s) _____

Date (s) Completed _____

Employment (Please give an accurate, full-time & part-time employment record. Start with your present or most recent employer. Please attach an explanation of any gaps in employment.)

1. Employer _____ Telephone _____

Address _____

Supervisor's Name & Title _____

Hourly Rate:

Starting _____ Final _____ From _____ To _____

Employment (Month/Year):

Describe the work you do or did (include skills that you could apply at the YMCA): _____

Explain your reasons for leaving: _____

May we contact this employer? Yes No If no, please explain: _____

2. Employer _____ Telephone _____

Address _____

Supervisor's Name & Title _____

Hourly Rate:

Starting _____ Final _____ From _____ To _____

Employment (Month/Year):

Describe the work you do or did (include skills that you could apply at the YMCA): _____

Explain your reasons for leaving: _____

May we contact this employer? Yes No If no, please explain: _____

3. Employer _____ Telephone _____

Address _____

Supervisor's Name & Title _____

Hourly Rate: Starting _____ Final _____ Employment (Month/Year): From _____ To _____

Describe the work you do or did (include skills that you could apply at the YMCA): _____

Explain your reasons for leaving: _____

May we contact this employer? _____ Yes _____ No _____ If no, please explain: _____

Professional References (must have known applicant 2 years or more / NO relatives)

1. Name/Title _____ Telephone _____
Organization _____ Address _____
Relation to Applicant _____

2. Name/Title _____ Telephone _____
Organization _____ Address _____
Relation to Applicant _____

3. Name/Title _____ Telephone _____
Organization _____ Address _____
Relation to Applicant _____

Additional Information of Importance in Applying for this Position:

Voluntary Information

For Insurance Purposes: Date of Birth: _____ Drivers License #: _____

In case of emergency, please contact:

Name: _____ Address: _____

City: _____ State: _____ Zip: _____

Relationship: _____ Phone: _____

Please Read and Sign

By my signature below, I promise that the information provided in this employment application (and accompanying resume or documentation, if any) is true and complete, and I understand that any false or misleading information or significant omissions may disqualify me from further consideration for employment, and may lead to my dismissal from employment if discovered at a later date. I agree to immediately notify the Aberdeen Family YMCA if I should be convicted of a felony, or any crime involving dishonesty, breach of trust, controlled substances, sexual misconduct, abuse, or violence, while my job application is pending, or during my period of employment, if hired.

I authorize any person, school, current employer, past employer (s), and organizations named in this application (and accompanying resume, if any) to provide the Aberdeen Family YMCA with any information and opinion requested by the YMCA in connection with any application, and I release such persons and organizations from any legal liability in making such statements.

I understand that this application does not create a contract of employment. I understand that, if hired, I am obliged to comply with any and all current and subsequently adopted YMCA policies. I understand and agree, that, if hired, my employment is for no definite period of time, and may, regardless of the date of payment of my wages or salary, be terminated at any time for any reason, with or without notice. I understand that no person is authorized to change any of the terms mentioned in this employment application.

Applicant's Signature _____ Date _____

*******FOR EMPLOYER USE*******

Starting Date _____ Starting Pay _____

Pay Increases:

Date _____ Amount _____

Date _____ Amount _____

Release Date _____ Reason for Leaving _____

HOURS OF AVAILABILITY

<u>Monday</u> Hours of Operation 5:30 am – 10:00 pm	<u>Tuesday</u> Hours of Operation 5:30 am – 10:00 pm	<u>Wednesday</u> Hours of Operation 5:30 am – 10:00 pm	<u>Thursday</u> Hours of Operation 5:30 am – 10:00 pm	<u>Friday</u> Hours of Operation 5:30 am – 9:00 pm

<u>Saturday</u> Hours of Operation 7:00 am – 6:00 pm	<u>Sunday</u> Hours of Operation 12:00 pm – 6:00 pm