

The Civic Association of Smallwood NY Inc.

Box 151, Smallwood, NY 12778
Incorporated 1943
smallwoodcivicasociation.org



APPLICATION FOR SUMMER EMPLOYMENT

Please complete this form using Adobe Acrobat. If you are unable to do so, please Print Clearly or Type.

Name: _____ Date of Birth _____
Mailing Address _____ City, State, Zip _____
Phone _____ Cell Phone _____ E-Mail _____
Position(s) Applying For _____

Education:

Have you graduated from High School or have a GED? _____ If Yes where and when:

_____ If no, what grade will you have completed by June 2021? _____

Please list your other degrees from College, University Etc.

Qualifications:

1. Do you hold any certifications from the New York State Education Department, American Red Cross, American Heart Association, or the YMCA in Health & Safety Courses? _____ If yes, please list certifications along with expiration date: _____

Please include copies of certifications with this application.

2. Have you ever been convicted of any crime? _____ If yes please explain. _____
3. 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:

4. 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.

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

6. In the space below, please provide us with any additional information pertinent to the position you are applying for (personal strengths, school/community activities, summer or camp experiences)

REFERENCES

If you have previously worked for us skip to Item 7:

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Please list 3 references that are familiar with your character and/or your ability to perform the duties necessary for the position you are applying for:

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

7. If you have worked for the Civic Association before, why do you want to return? _____

EMPLOYMENT HISTORY

Most recent first

COMPANY _____
ADDRESS _____
NAME OF SUPERVISOR _____
TIME PERIOD WORKED _____
BRIEF DESCRIPTION OF DUTIES _____

COMPANY _____
ADDRESS _____
NAME OF SUPERVISOR _____
TIME PERIOD WORKED _____
BRIEF DESCRIPTION OF DUTIES _____

The Civic Association of Smallwood, New York, Inc. is an Equal Opportunity/Affirmative Action Employer. It is the policy of the Civic Association of Smallwood, New York, Inc. to promote equal opportunity in employment without discrimination because of race, color, religion, sex (including pregnancy, gender identity, and sexual orientation), national origin, age, disability or genetic information.

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 (pdf digital signature accepted)

Date

PLEASE RETURN HARDCOPY APPLICATION AND ADDITIONAL MATERIALS TO:
CIVIC ASSOCIATION – SUMMER EMPLOYMENT, P.O. Box 151, Smallwood, NY 12778
OR VIA EMAIL TO: smallwoodcivic@gmail.com