

VILLAGE OF POTSDAM RECREATION - EMPLOYMENT APPLICATION

PERSONAL INFORMATION

| | | | |
|------------------------------------|-------------------|---------------------|------------------------|
| NAME | | DATE OF BIRTH & AGE | SOCIAL SECURITY NUMBER |
| ADDRESS (number, street, building) | | | |
| CITY | | STATE | ZIP CODE |
| PHONE | EMERGENCY CONTACT | EMAIL ADDRESS | |

EMPLOYMENT ELIGIBILITY

Are you legally eligible to work in the United States? Yes No

Have you ever worked for the Village of Potsdam? Yes No

Have you ever been convicted of a crime other than a minor traffic incident? Yes No

If Yes, please explain:

DESIRED EMPLOYMENT

| | | | |
|-----------------------|--------------------|--------------------|-------------------|
| POSITION APPLYING FOR | DATE YOU CAN START | FINAL DATE OF WORK | DATES UNAVAILABLE |
|-----------------------|--------------------|--------------------|-------------------|

EDUCATION (starting from the latest)

| School | Location | Date Graduated | Degree |
|--------|----------|----------------|--------|
| | | | |
| | | | |
| | | | |

WORK EXPERIENCE

| Company Name | Position | Year | Supervisor |
|--------------|----------|------|------------|
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| | | | |
| | | | |

OTHER SKILLS AND CERTIFICATIONS RELATED TO DESIRED POSITION

I certify that the information contained in this application is accurate and correct. I understand that any omission or false information may be ground for dismissal. I understand that my future employment with the Village of Potsdam Recreation Department is subject to a background check due to my proximity and interactions with children.

| | |
|-----------|------|
| SIGNATURE | DATE |
|-----------|------|

It is the policy of the Village of Potsdam to provide equal opportunity to all qualified individuals in its recruitment, hiring and employment practices and to ensure that there will be no discrimination against any person on the grounds of race, color, creed, age, religion, national origin, gender, marital status, handicap, political affiliation, beliefs, sexual orientation or other protected classes.