



## 2021 Potsdam Recreation Application for Employment

Personal Information	Name		Position Applying For		
	Current Address		Cell Phone Number	(    )	
			Date of Birth		
	E-mail Address		Social Security Number		
	Are you prevented from being lawfully employed in the United States?			[ ] Yes [ ] No	
	Are you 16 years of age or older?			[ ] Yes [ ] No	
	Are you currently employed?			[ ] Yes [ ] No	
	May we contact your present employer?			[ ] Yes [ ] No	
	Have you ever worked or applied here before?			[ ] Yes [ ] No	
	On what start date are you available for work?				
	On what end date do you expect to be unavailable for work?				
	Are you available to work full time or part time?			[ ] FT [ ] PT	
	Do you have dependable transportation?			[ ] Yes [ ] No	
	Do you have a preference of working at either Pine Street or Postwood?				
Have you been convicted of a felony within the last seven years? If yes, please explain:			[ ] Yes [ ] No		
<b>Note: A conviction will not necessarily disqualify an applicant from employment.</b>					
Education and Training	<b>Type of School</b>	<b>Name and Location</b>	<b>Did you graduate?</b>	<b>Years Attended</b>	<b>Subjects Studied</b>
	High School		[ ] Yes [ ] No		
	Trade School or Junior College		[ ] Yes [ ] No		
	College or University		[ ] Yes [ ] No		
	Other		[ ] Yes [ ] No		

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.



References	Name	Address & Phone	Business	Years Acquainted	Former Employer? Y/N

Former Employer	Dates	Name and Address of Employer	Salary	Position	Reason for Leaving
	From: To:				
	Please list job duties and tell us about your position.				

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I authorize investigation of all statements in this application. I understand that misrepresentation or omission can be cause for dismissal.

\_\_\_\_\_

Signature of Applicant

\_\_\_\_\_

Date

**IF ASKED, ARE YOU WILLING TO CONSENT TO A BACKGROUND CHECK? [ ] Yes [ ] No**

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