



MetroWest YMCA
We build strong kids,
strong families, strong communities.

APPLICATION FOR EMPLOYMENT

Name: _____		
Last	First	Middle
Street: _____		City: _____
State: _____	Zip: _____	Phone Number: () _____
Length of time at present address: _____		
Please list any other names under which you have worked or attended school: _____		
In case of emergency notify: Name: _____		
Address: _____		Phone No. _____

Position desired: _____ YMCA Branch: _____ Date able to start: _____

How were you referred? : _____ Are you under 18 years of age? Yes No

Have you previously worked or applied for a job here? Yes No If YES, when: _____

Are any of your relatives currently working here? Yes No If yes, please list the relative's name and position.

Name: _____ Position: _____

Military Service:

Branch _____ Rank _____ Discharge Date _____

Training or type of work done in military service: _____

Have you ever been convicted of a felony? Yes No If yes, explain: _____

Have you been convicted of a misdemeanor within the last 7 years? (Do not include a first conviction for drunkenness, simple assault, speeding, minor traffic violations, affray or disturbance of the peace.)

Yes No If YES, explain: _____

(An applicant with a sealed record of entries on file with the commissioner of probation may answer "no record" to any inquiry relative to all cases of delinquency or as a "child-in-need-of-services" for which no criminal prosecution resulted.)

<u>EDUCATION/SKILLS</u>			
<u>NAME OF SCHOOL</u>	<u>CITY & STATE</u>	<u>GRADUATE?</u> (Yes/No?)	<u>WHAT DEGREE?</u>
High School	_____	_____	_____
Trade/Technical School	_____	_____	_____
College / University	_____	_____	_____
Other Courses/Schooling	_____	_____	_____

<u>WORK HISTORY</u> <i>List present or most recent job first. You may include in your work history any work performed on a volunteer basis.</i>					
<u>DATE OF EMPLOYMENT</u>	<u>COMPANY NAME</u>	<u>ADDRESS</u>	<u>JOB TITLE</u>	<u>REASON FOR LEAVING</u>	<u>RATE OF PAY</u>
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____

<u>REFERENCES</u> <i>Please list at least three (3) references whom you have known for at least two (2) years. One of the three references must be a family member.</i>				
<u>NAME</u>	<u>ADDRESS</u>	<u>PHONE</u>	<u>RELATIONSHIP</u>	<u>HOW LONG?</u>
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

Please describe any job-related skills or training not mentioned above: _____

PLEASE READ CAREFULLY AND SIGN THE STATEMENT BELOW:

I certify that the information given above is true and complete and I understand that misrepresentation and/or withholding of information will result in the rejection of this application or my discharge if discovered after employment begins. I authorize the MetroWest YMCA to make inquiries regarding my work or educational history and the character of my prior employers, schools, etc. I hereby release employers, schools or individuals from all liability in responding to inquiries in connection with my application and release the MetroWest YMCA from all liability with respect to such inquiries.

I understand that no verbal promises or guarantees relating to employment are binding upon the MetroWest YMCA and that, if employed, I will be an employee "at will" and may be discharged at any time for any reason, with or without cause.

Applicant's Signature: _____ Date: _____

It is unlawful in Massachusetts to require or administer a lie detector test as a condition of employment or continued employment. An employer who violates this law shall be subject to criminal penalties and civil liability. The MetroWest YMCA is an Equal Opportunity Employer.