

# TOWN OF WETHERSFIELD PARKS & RECREATION DEPARTMENT

## APPLICATION FOR PART-TIME/SEASONAL EMPLOYMENT

Position Applied For \_\_\_\_\_ Date of Application \_\_\_\_\_

<b>PERSONAL INFORMATION</b>
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Last Name \_\_\_\_\_ First & Middle Names \_\_\_\_\_

Street Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_ Zip Code \_\_\_\_\_

Home Phone \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ Social Security Number \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

Cell Phone \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ Driver's License State \_\_\_\_ & Number \_\_\_\_\_

Work Phone \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ May we call you at work? Yes  No

E-Mail Address \_\_\_\_\_ How did you learn about this position? \_\_\_\_\_

<b>EDUCATION</b>
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Name & Location	Years Completed	Degree	Course of Study	Dates Attended (MM/YY)	
				From	To
High School _____	_____	_____	_____	_____	_____
College _____	_____	_____	_____	_____	_____
Graduate/Other _____	_____	_____	_____	_____	_____

<b>EMPLOYMENT HISTORY</b>
(List the last three employers starting with the most recent.)

Employer & Location	Job Title	Supervisor Name & Title	Phone Number	Dates Employed (MM/YY)	
				From	To
Job 1 _____	_____	_____	_____ - _____ - _____	_____	_____
Job 2 _____	_____	_____	_____ - _____ - _____	_____	_____
Job 3 _____	_____	_____	_____ - _____ - _____	_____	_____

<b>VOLUNTEER HISTORY</b>
(List any significant volunteer jobs starting with the most recent.)

Organization & Location	Volunteer Duties	Supervisor Name & Title	Phone Number	Dates (MM/YY)	
				From	To
Job 1 _____	_____	_____	_____ - _____ - _____	_____	_____
Job 2 _____	_____	_____	_____ - _____ - _____	_____	_____
Job 3 _____	_____	_____	_____ - _____ - _____	_____	_____

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**REFERENCES**

(List three non-relatives who know you well, e.g. supervisor, teacher, adult co-worker, neighbor, etc.)

Name	Phone Number	Address	Relationship to Applicant	Years Known
_____	- -	_____	_____	_____
_____	- -	_____	_____	_____
_____	- -	_____	_____	_____

**SPECIAL QUALIFICATIONS**

(List any special training, certificates, licenses or registrations, e.g. First Aid, commercial driver's license, etc.)

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**CERTIFICATION**

I certify that, to the best of my knowledge and belief, all responses on this application are correct and complete. I understand that all information is subject to investigation and that misleading or false statements may cause my application to be rejected or may cause my dismissal.

I hereby authorize the Town of Wethersfield Parks and Recreation Department to communicate with my former employers, school officials and individuals named as references.

Signed \_\_\_\_\_ Date \_\_\_\_\_

**SUBMIT TO**

(A cover letter explaining your interest in the position applied for and/or complete resume may be included.)

Wethersfield Parks & Recreation Department  
505 Silas Deane Highway  
Wethersfield, CT 06109  
860-721-2890