



YMCA OF YOUNGSTOWN APPLICATION FOR EMPLOYMENT

CENTRAL YMCA
Youngstown, OH

DAVIS FAMILY YMCA
Boardman, OH

CAMP FITCH YMCA
North Springfield, PA

We are an Equal Opportunity Employer. Applications for all job openings are welcome and will be considered without regard to race, color, religion, national origin, sex, age, sexual orientation, physical or mental disability, or any other basis protected by state, federal or local law. It is the intent of the YMCA to comply with all applicable federal, state and local legislation concerning equal opportunity in employment.

Only complete applications will be considered.

GENERAL INFORMATION

Name _____

Date of Application _____

Date you are available to start work _____

Daytime Telephone No. (____) _____ Cell Telephone No. (____) _____

Address _____
Street City State Zip

Email Address: _____

Other Names used during prior employment _____
Maiden name, other surnames, etc.

<p>Branch you are applying: <input type="checkbox"/> Central <input type="checkbox"/> Davis <input type="checkbox"/> Camp Fitch</p> <p>Name of position(s) for which you are applying: _____</p> <p>Applying for position as: <input type="checkbox"/> Full Time <input type="checkbox"/> Part Time <input type="checkbox"/> Seasonal <input type="checkbox"/> Summer</p> <p>If applying for seasonal work, are you available to work during the school term? <input type="checkbox"/> Yes <input type="checkbox"/> No</p>	<p>Have you previously applied for employment for any YMCA? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>If yes, when? _____ Location(s)? _____</p> <p>Have you ever worked for any YMCA? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>If yes, when? _____ Location(s)? _____</p> <p>Do you have any relatives or friends working for the YMCA? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>If yes, name: _____</p> <p>Are you legally eligible for employment in this country? <input type="checkbox"/> Yes <input type="checkbox"/> No (Proof of U.S. Citizenship or immigration status will be required upon employment.)</p>
<p>Davis & Central Only check the day(s) you would prefer to work. (Not applicable for Camp Fitch)</p> <p><input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> S M T W T F S</p> <p>Please check the shift that you are applying for</p> <p><input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> Morning Afternoon Evening</p>	<p>Have you ever been denied bonding? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Have you ever pled "guilty" or "no contest" to, or been convicted of a crime? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>If yes, please provide dates and details: _____ _____ _____</p>
<p>Are you at least 16 years of age? <input type="checkbox"/> Yes <input type="checkbox"/> No</p>	<p><i>Answering "yes" to the above questions does not constitute an automatic bar to employment. Factors such as date of the offense, seriousness and nature of the violation, rehabilitation and position applied for will be taken into account.</i></p>

EDUCATION

	High School	College	Other
Name			
Location			
Number of years completed			
Did you graduate?	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No

EMPLOYMENT HISTORY & REFERENCE INFORMATION

Provide the following information of your past three (3) employers, assignments or volunteer activities, starting with the most recent. If a resume is provided, the information must still be completed. If more relevant work history is further back, use the "skills" portion on next page.

From	To	Employer	Telephone #
May we contact for reference? <input type="checkbox"/> Yes <input type="checkbox"/> No	Complete Address		
Starting Rate/Salary	Starting Job Title	Ending Rate/Salary	Final Job Title
Immediate Supervisor	Summarize the nature of work and job responsibilities.		
Reason for leaving			
From	To	Employer	Telephone #
May we contact for reference? <input type="checkbox"/> Yes <input type="checkbox"/> No	Complete Address		
Starting Rate/Salary	Starting Job Title	Ending Rate/Salary	Final Job Title
Immediate Supervisor	Summarize the nature of work and job responsibilities.		
Reason for leaving			
From	To	Employer	Telephone #
May we contact for reference? <input type="checkbox"/> Yes <input type="checkbox"/> No	Complete Address		
Starting Rate/Salary	Starting Job Title	Ending Rate/Salary	Final Job Title
Immediate Supervisor	Summarize the nature of work and job responsibilities.		
Reason for leaving			

SKILLS

Summarize any other employment history, training, languages other than English that you can speak, or other skills that may have prepared you for this position.

List all special licenses, permits, certifications and level or credit hours (CPR, lifeguard, First Aid, etc., Proof of these accomplishments will be required, if hired).

TYPE	LEVEL	EXPIRATION DATE
<hr/>	<hr/>	<hr/>
<hr/>	<hr/>	<hr/>
<hr/>	<hr/>	<hr/>
<hr/>	<hr/>	<hr/>
<hr/>	<hr/>	<hr/>

List equipment, machinery, software or special skills related to your ability to perform the functions of the position for which you are applying. Include your skill level and/or years of experience.

SUPPLEMENTAL REFERENCES

List 1 family reference and 2 professional references that are not past employers (ex: teachers/professors, customers/clients, coaches, clergy, etc.) Reference must have known applicant for minimum of 2 years.

	1	2	3
Name			
Address			
Phone			
Position/ Occupation			
How long known?			
Relation			

CHILD ABUSE PREVENTION

The YMCA of Youngstown endorses and enforces its policies and practices to prevent child abuse. Our first priority in all youth programs is care and safety. We make an active and, we believe, effective effort to prevent child abuse whether verbal, physical, emotional or sexual. Allegations or suspicions of child abuse are taken very seriously by the YMCA and will be reported. The YMCA will fully cooperate in any investigation or prosecution of suspected child abusers.

Since all employees of the YMCA of Youngstown have access to children, all candidates will be subject to a thorough background investigation, which may include, but are not limited to, checking the following:

- Past employer references
- Personal references
- Periodic interviews with children and parents about day-to-day experiences, encouraging reports of anything out of the ordinary.
- Criminal background history
- Drug Testing
- Personal characteristics/activities
- Civic involvement
- Volunteer organization history
- Military records
- Psychological testing

Are you a pedophile or child abuser? Yes No

Have you ever been accused of being a pedophile or child abuser? Yes No

If yes, please explain. _____

CODE OF CONDUCT

- Our staff will exhibit the highest ethical best practices and personal integrity.
- Our staff will provide a professional work environment that is free from physical, psychological, written, or verbal intimidation or harassment.
- Our staff will not physically, sexually, or emotionally abuse or neglect a youth or adult.
- Our staff will share concerns about suspicious or inappropriate behavior with their supervisor or administrator.
- Our staff will report any suspected abuse or neglect of a youth to the state authorities.
- Our staff will accept their personal responsibility to protect youth and adults from all forms of abuse.

Applicant Signature

Date

STATEMENT OF APPLICANT

I certify that all information I have provided in order to apply for and secure work with the YMCA of Youngstown is true, complete and correct.

I understand that any information provided by me that is found to be false, incomplete or misrepresented in any respect, will be sufficient cause to (1) cancel further consideration of this application or (2) immediately discharge me from the employer's service, whenever it is discovered.

I expressly authorize, without reservation, the employer, its representatives, employees or agents to contact and obtain information from all references (personal and professional), employers, public agencies, license authorities and educational institutions and to otherwise verify the accuracy of all information provided by me in this application, resume or job interview. I hereby waive any and all rights and claims I have regarding the employer, its agents, employees or representatives, for seeking, gathering and using such information in the employment process and all other persons, corporations or organizations for furnishing such information about me.

I understand that the employer does not unlawfully discriminate in employment and no question on this application is used for the purpose of limiting or excusing any applicant from consideration for employment on a basis prohibited by applicable local, state or federal law.

I understand that this application remains current for only 90 days. At the conclusion of that time, if I have not heard from the employer and still wish to be considered for employment, it will be necessary to reapply and complete a new application.

If I am hired, I understand that I am free to resign at any time, with or without cause and without prior notice, and the employer reserves the same right to terminate my employment at any time, with or without cause, and without prior notice, except as may be required by law. This application does not constitute an agreement or contract for employment for any specified period or definite duration. I understand that no supervisor or representative of the employer is authorized to make any assurances to the contrary and that no implied, oral or written agreements contrary to the foregoing express language are valid unless they are in writing and signed by the employer's CEO.

I also understand that if I am hired, I will be required to provide proof of identity and legal authority to work in the United States and that federal immigration laws require me to complete an I-9 form in this regard.

DO NOT SIGN UNTIL YOU HAVE READ THE ABOVE STATEMENTS.

I certify that I have read, fully understand and accept all terms of the foregoing Applicant Statement.

Applicant Signature

Date

OFFICE USE ONLY

I have reviewed this application and have noted any missing information.

Print Name-Screening Supervisor

Signature

Date