



## EMPLOYMENT APPLICATION

Last Name	First	M.I.	Date
Street Address		Apartment/Unit #	
City	State	ZIP	
Phone (h) (c)	E-mail Address		
Position Applied For			Date Available

How did you hear about this position?

Are you able to perform the essential functions of the job for which you are applying, with or without a reasonable accommodation? YES  NO

Are you legally eligible to work in the U.S.? YES  NO  Are you at least 14 years of age? (Applicants 14-17 years of age must have a permit to work in Maryland.) YES  NO

Have you ever worked for Parks & People? YES  NO  If so, when?

Have you ever been convicted of a crime? (A conviction will not automatically disqualify you for employment.) YES  NO  If yes, explain

Have you ever been terminated from employment or asked to resign by an employer? YES  NO  If yes, explain

Are you on administrative leave from or under investigation by an employer? YES  NO  If yes, explain

### EDUCATION

High School		Address	
Number of years attended	Did you graduate? YES <input type="checkbox"/> NO <input type="checkbox"/>	Did you participate in an accelerated or advanced course program? YES <input type="checkbox"/> NO <input type="checkbox"/>	
College		Address	
Number of years attended	Did you graduate? YES <input type="checkbox"/> NO <input type="checkbox"/>	Major / Degree	
Other		Address	
Number of years attended	Did you graduate? YES <input type="checkbox"/> NO <input type="checkbox"/>	Major / Degree	

### EMPLOYMENT HISTORY | List in descending order with most recent or current employer first. Attach additional sheets if necessary.

From	To	Employer Name	Phone
Job Title		Employer Address	
Immediate Supervisor and Title			Reason for Leaving
Summary of Work Performed and Job Responsibilities			Salary

From	To	Employer Name	Phone
Job Title		Employer Address	
Immediate Supervisor and Title		Reason for Leaving	
Summary of Work Performed and Job Responsibilities			Salary
From	To	Employer Name	Phone
Job Title		Employer Address	
Immediate Supervisor and Title		Reason for Leaving	
Summary of Work Performed and Job Responsibilities			Salary
From	To	Employer Name	Phone
Job Title		Employer Address	
Immediate Supervisor and Title		Reason for Leaving	
Summary of Work Performed and Job Responsibilities			Salary

**OTHER RELEVANT EXPERIENCE** List any certifications, experiences, licenses and training that would enhance your ability to perform in the position for which you are applying.

Date	Type

**REFERENCES** List three non-relatives whom you have known at least 3 years.

Name	Address, Phone, Email	Company	Years Known

**DISCLAIMER AND SIGNATURE**

I understand that the Parks & People Foundation is an equal opportunity employer and that the Foundation does not discriminate in hiring based on age, ancestry, citizenship, color, disability, gender, marital status, military service, national origin, race, religion or sexual orientation. The completion of this application nor any other part of my consideration for employment establishes any obligation for the Foundation to hire me and no representative of the Foundation has the authority to make any assurance to the contrary. If I am hired, I agree that my employment and compensation can be terminated with or without cause and without notice, at any time, at the option of the Parks & People Foundation or myself.

I hereby affirm that the information given by me on this application for employment is complete and accurate. I understand that any falsification or omission will be grounds for denial of employment or immediate dismissal. I authorize a through investigation to be made in connection with this application concerning my character, employment, educational background and criminal record, whichever may apply. I agree to submit to any lawful physical, mental and substance abuse examination as a condition of employment.

Signature	Date
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**THIS APPLICATION IS VALID ONLY FOR 60 DAYS FROM THE SIGNATURE DATE ABOVE.**