



# Shelbyville Parks & Recreation Application

**Please show your top 3 job Position preferences with Numbers 1, 2, and 3**

**Athletics P/T**  
 **Umpire**

**Concessions Softball**  
 **Manager (18 & over) P/T**  
 **Attendant (15 & over) P/T**

**Aquatic Center P/T**  
 **Manager**  
 **Crew Leader**  
 **Lifeguard**  
 **Admissions**  
 **Concession Mgr**  
 **Concession**  
 **Landscaper**

**Summer Camp P/T**  
 **Asst. Camp Dir.**  
 **Camp Counselor**

**Park Operations**  
 **Summer P/T**  
**Maintenance**

**Park Department**  
 **Administrative Assistant F/T**  
 **Janitor F/T**  
 **Maintenance F/T**

**Other** \_\_\_\_\_

**Must be 18 years or older to apply for manager positions**

**Must be 16 years or older to apply for lifeguard**

An Equal Opportunity Employer

Name \_\_\_\_\_ Date \_\_\_\_\_  
(Last) (First) (Middle)

Address \_\_\_\_\_  
(Street) (City) (State) (Zip)

Email Address \_\_\_\_\_ Phone (\_\_\_\_) \_\_\_\_\_

School	Name & Address	Dates Attended	Major Degree
High School			
College			
Technical			

List special skills or qualifications: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

High School Equivalency Diploma (GED) obtained, if so where? \_\_\_\_\_

First available day to begin work \_\_\_\_\_

List any job related volunteer work, hobbies, or memberships: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Have you worked for the City of Shelbyville before? \_\_\_\_\_

In what position? \_\_\_\_\_

If you are under 18, can you furnish a work permit? Yes or No

Are you legally eligible for employment in this country? Yes or No

(proof of U.S. citizenship or immigration status will be required upon employment)

Date available for work \_\_\_\_\_

Are you able to meet the attendance requirement of the position? Yes or No

Have you been convicted of a felony in the last seven (7) years? Yes or No

(such conviction may be relevant if job related, but does not bar you from employment.)

If "yes", please explain: \_\_\_\_\_

\_\_\_\_\_

Drivers license # \_\_\_\_\_ State \_\_\_\_\_

**Employment History** (List most recent or present place of employment)

Employer \_\_\_\_\_

Employer \_\_\_\_\_

Address \_\_\_\_\_

Address \_\_\_\_\_

Telephone (\_\_\_\_) \_\_\_\_\_

Telephone (\_\_\_\_) \_\_\_\_\_

Hourly Wage/Salary \_\_\_\_\_

Hourly Wage/Salary \_\_\_\_\_

Date employed \_\_\_\_\_ to \_\_\_\_\_

Date employed \_\_\_\_\_ to \_\_\_\_\_

Position \_\_\_\_\_

Position \_\_\_\_\_

Name of Supervisor \_\_\_\_\_

Name of Supervisor \_\_\_\_\_

May we contact all previous employers? \_\_\_\_\_ Explain \_\_\_\_\_

**REFERENCES** (Please list two references other than relatives or previous employers)

Name \_\_\_\_\_

Name \_\_\_\_\_

Address \_\_\_\_\_

Address \_\_\_\_\_

Telephone (\_\_\_\_) \_\_\_\_\_

Telephone (\_\_\_\_) \_\_\_\_\_

I certify that all the above information contained in this application is correct to the best of my knowledge. I agree that any misrepresentation or omission of facts is reason for dismissal. I further authorize the City of Shelbyville, its agents and employees, considering my request for employment, to conduct a criminal record and background check through any resources available to the City of Shelbyville. I hereby release and indemnify the City of Shelbyville its agents and employees and the persons, businesses, or agencies from whom the information is requested, of liability of any kind or nature of responsibility for any damages that at any time may occur from conducting a criminal record or background search of the employee or applicant. This release of all liability and responsibility includes, but is not limited to, all discussions with past or present employers, friends, criminal record check, credit checks and license checks.

Furthermore, should I become employed (or re-employed); this release of liability and responsibility shall remain valid, for periodic re-checks during my employment with the City of Shelbyville.

Employer does not discriminate in employment and no question on this application is used for the purpose of limiting or excusing any applicant's consideration for employment on a basis prohibited by local, state or federal law. I understand that just as I am free to resign at any time, the Employer reserves the right to terminate my employment at any time, with or without cause and without prior notice. I understand that no representative of the Employer has the authority to make any assurances to the contrary.

***A copy of this document shall be as valid as the original.***

Applicant's Signature \_\_\_\_\_ Date \_\_\_\_\_

Applicant Name (Printed) \_\_\_\_\_ Date \_\_\_\_\_

The City of Shelbyville does not discriminate in hiring or employment on the basis of race, color, religion, national origin, age, sex or disability.

**FOR LIFEGUARD APPLICANTS ONLY** Are you certified? \_\_\_\_\_ When does your certification expire? \_\_\_\_\_

Please return application to Shelbyville Parks & Recreation or mail to:

Shelbyville Parks & Recreation Dept.  
945 S. Tompkins Street  
Shelbyville, IN 46176

