



**Union Vale Parks & Recreation**  
 249 Duncan Road, LaGrangeville, NY 12540  
 Tel: 845.724.5691 Fax: 845.724.5692  
 E-mail: tymorpark@unionvaleny.us  
 www.UnionValeRec.com

# STAFF APPLICATION

Name \_\_\_\_\_ Birthdate \_\_\_\_/\_\_\_\_/\_\_\_\_

Permanent Mailing Address \_\_\_\_\_

Email \_\_\_\_\_ Cell Phone \_\_\_\_\_

Dates/Times Available \_\_\_\_\_

**Maintenance Staff must be at least 18 years old.**

**Camp Directors & Aquatics Directors must be at least 21 years old.**

**TGTT/After School Program Counselors & Camp Counselors must be at least 16 years old.**

**Recreation Leaders must be at least 18 years old.**

**Lifeguards must be at least 15 years old.**

**Directors, Lifeguards, Swim Instructors, and Nurses must all hold required certifications by date of hire.**

**Position Applying For:**

- TGTT/After School Counselor \_\_\_\_\_
- Camp Counselor \_\_\_\_\_
- Camp Director \_\_\_\_\_
- Recreation Leader \_\_\_\_\_
- Aquatics Director \_\_\_\_\_
- Swim Instructor (WSI) \_\_\_\_\_
- Lifeguard \_\_\_\_\_
- Camp Nurse \_\_\_\_\_
- Maintenance \_\_\_\_\_
- Other \_\_\_\_\_

**Please answer the following:**

Do you meet or exceed any age requirements for the position you are applying to: Yes \_\_\_ No \_\_\_

Can you perform the essential functions of the position for which you have applied, with or without reasonable accommodation? \_\_\_ Yes \_\_\_ No

How did you hear about this position? \_\_\_\_\_



Our staff appreciates learning about you or your family member's specific needs and are very willing to provide appropriate supports and accommodations to enhance your experience.

Please contact our office at (845) 724-5691 for more information regarding inclusion at Union Vale Parks & Recreation.



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**Past Work History** Provide a full record of all employment. Use a separate sheet if necessary.

Dates	Employer/Supervisor	Address & Phone	Responsibilities	Reason For Leaving

**References** Give names and addresses of three people (NON-RELATIVE) having knowledge of your character, experience, work habits, and ability.

Name	Address	Phone

**Education** High school and beyond.

Years	School	Major/Degree Earned

### COVER LETTERS AND RESUMES ARE ENCOURAGED



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Answer these questions *only* if applying for a position requiring driving:

Do you hold a valid driver's license?      \_\_\_ Yes \_\_\_ No      State \_\_\_\_\_

Do you have a commercial driver's license? \_\_\_ Yes \_\_\_ No      Type of CDL: \_\_\_\_\_

**Harassment** Our policy is to prohibit all forms of harassment by our employees. This includes sexual, racial, religious, and other forms of harassment. Have you ever been accused of harassment of any person including, but not limited to, workplace harassment? (Note: a prior accusation is not an automatic bar to employment. The type of accusation and when it occurred will be evaluated by the town before any decision is made.)

Explain \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Criminal Record** Have you ever been convicted of a crime, other than a minor traffic offense? If yes, please describe. (Note: a prior conviction is not an automatic bar to employment. The type of conviction and when it occurred will be evaluated by the town before any decision is made.)

Explain \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



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**BACKGROUND CHECK RELEASE:**

Employment is contingent upon successful screening of a criminal background check and sex offender registry, which the applicant is responsible for paying for. Drug screenings will occur randomly. Depending on the position you are applying for, a physical exam may also be necessary.

I, \_\_\_\_\_, authorize investigation of all statements herein, including any checks of criminal records, sex abuse registries, physical exams, as well as drug screens, and release the Town of Union Vale and all others from liability in connection with same. I also understand that I may be asked to pay for any and all of the above. I understand that, if employed, I will be an at- will employee unless there is an agreement or law which alters this status. Furthermore, I understand that any agreement must be in writing and signed by the designated official. I also understand that misrepresentation or falsifications herein or in other documents completed or submitted by the applicant will result in dismissal, regardless of the date of discovery.

Signature: \_\_\_\_\_

Signature of parent or guardian, if not 18: \_\_\_\_\_

Date: \_\_\_\_\_



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