



**Mendocino Coast Recreation & Park District
CV Starr Community Center
300 S Lincoln Street * Fort Bragg CA 95437
Phone 707 964-9446 Fax 707 964-1813**

APPLICATION FOR EMPLOYMENT – AN EQUAL OPPORTUNITY EMPLOYER

The Mendocino Coast Recreation & Park District (MCRPD) and CV Starr Community Center (CVSCC) maintains a policy of the treating of all employees and applicants for employment without regard to race, color, creed, religion, national origin, gender, age, disability, marital status, veteran status, sexual orientation or affectional preference, citizenship or any other characteristic protected by law in all employment decisions, including but not limited to recruitment, hiring, compensation, training, apprenticeship, promotion, upgrading, demotion, downgrading, transfer, lay-off, termination and all other terms and conditions of employment.

Last Name:	First:	Middle:
<hr/>		
Mailing Address: <hr/>		
Physical Address: <hr/>		
City: <hr/>	State: <hr/>	Zip Code: <hr/>
Telephone: <hr/>	Email Address: <hr/>	

Please list addresses for last 10 years: 1. <hr/> 2. <hr/> 3. <hr/> 4. <hr/>
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Languages Spoken Fluently (if relevant to the position for which you are applying): 1. <hr/> 2. <hr/> 3. <hr/>

Position Applying For: <hr/> Date Available: <hr/>
Are you presently employed? Yes <hr/> No <hr/>
If yes, may we contact your present employer? Yes <hr/> No <hr/>

How did you hear of the job opening for which you are applying? <hr/> <hr/>

Were you ever previously employed by either MCRPD or CVSCC? Yes _____ No _____

If yes, From: _____ To: _____

Do you currently have unrestricted work authorization allowing you to accept employment in the United States?

Yes _____ No _____

In the event of an emergency, whom may we contact?

Name: _____ Telephone: _____

Name: _____ Telephone: _____

Are you willing to work evenings? Yes _____ No _____

Are you willing to work weekends? Yes _____ No _____

Are you 18 years or older? Yes _____ No _____

Can you, with or without reasonable accommodation, perform the essential functions of the position in which you are interested? Yes _____ No _____

EDUCATIONAL BACKGROUND

Level	Name and Address of School	Course of Study	Years Attended	Circle last Year Completed	Did you Graduate?	List Diploma or Degree
High School						
Technical or Business				1 2 3 4		
College				1 2 3 4		
Graduate				1 2 3 4		

Professional memberships and Volunteer information: (Exclude those indicating race, color, religion, sex, sexual orientation, national origin, age, physical or mental disability or labor organization affiliations). Supplement this information by written attachment if applicable. _____
 Please list any paid or volunteer experience in your community. _____

EMPLOYMENT HISTORY (START WITH PRESENT AND ATTACH ADDITIONAL SHEETS (IF NECESSARY))

Name			Describe Duties Performed:		
Address:			Title:		
Type of Business		Phone Number			
Employed (Mo./Yr.)	From	To (Mo./Yr.)	Supervisor	May we contact?	Reason for Leaving?

Name			Describe Duties Performed:		
Address:			Title:		
Type of Business		Phone Number			
Employed (Mo./Yr.)	From	To (Mo./Yr.)	Supervisor	May we contact?	Reason for Leaving?

Name			Describe Duties Performed:		
Address:			Title:		
Type of Business		Phone Number			
Employed (Mo./Yr.)	From	To (Mo./Yr.)	Supervisor	May we contact?	Reason for Leaving?



If you have any additional educational, vocational and/or professional information, such as special areas of research or study, training, seminars, licenses, certifications etc., or a current resume please attach such information that is relevant to your application.

Please Read Carefully, Initial Each Paragraph and Sign Below

Initials I hereby certify that I have not knowingly withheld any information that might adversely affect my chances for employment and that the answers given by me are true and correct to the best of my knowledge. I further certify that I, the undersigned applicant, have personally completed this application. I understand that any omission or misstatement of material fact on this application or on any document used to secure employment shall be grounds for rejection of this application or for immediate discharge if I am employed, regardless of the time elapsed before discovery.

Initials I hereby authorize **Mendocino Coast Rec & Park / C.V. Starr Center** to thoroughly investigate my references, work record, education and other matters related to my suitability for employment (excluding criminal background information) unless otherwise specified above. I further authorize the references I have listed to disclose to the company any and all letters, reports and other information related to my work records, without giving me prior notice of such disclosure. In addition, I hereby release the Company, my former employers and all other persons, corporations, partnerships and associations from any and all claims, demands or liabilities arising out of or in any way related to such investigation or disclosure.

Initials I understand that nothing contained in the application or conveyed during any interview which may be granted or during my employment, if hired, is intended to create an employment contract between me and the Company. In addition, I understand and agree that if I am employed, my employment is for no definite or determinable period and may be terminated at any time, with or without prior notice, at the option of either myself or the Company, and that no promises or representations contrary to the foregoing are binding on the company unless made in writing and signed by me and the Company's designated representative.

Initials In compliance with federal law, all persons hired will be required to verify identity and eligibility to work in the United States and to complete the required employment eligibility verification document form upon hire.

The Company will consider qualified applicants, including those with criminal histories, in a manner consistent with state and local "Fair Chance" laws.

Date

Applicant's Signature