



FOR YOUTH DEVELOPMENT
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

EMPLOYMENT APPLICATION

DOOR COUNTY YMCA

Personal Information

Date: ____ / ____ / ____

First Name: _____ Last Name: _____ MI: _____

Current Address: _____ City: _____ State: _____ Zip: _____

Permanent Address: _____ City: _____ State: _____ Zip: _____

Telephone: _____ Email Address: _____

Are you at least 18 years of age? Yes No

If under age 18, date of birth ____ / ____ / ____

Are you authorized to work in the United States?..... Yes No

Have you ever been convicted of a felony?..... Yes No

If yes, please explain _____

Notice to All Applicants: The YMCA enforces its policies and practices to prevent child abuse.

Allegations or suspicions of child abuse are taken very seriously at the YMCA and will be reported to the proper authorities for investigation. We have abuse reporting procedures, there are unscheduled visits from supervisors, we have an open door for parents, and we have a code of conduct for staff. We minimize opportunities for abuse to occur and we talk with children about personal safety and touching limits. We also screen carefully to prevent abusers from being hired and we provide child abuse prevention training to staff.

Position Information

#1 Position Applying for _____
Preferred location: Sturgeon Bay Northern Door Off-site Location

#2 Position Applying for _____
Preferred location: Sturgeon Bay Northern Door Off-site Location

#3 Position Applying for _____
Preferred location: Sturgeon Bay Northern Door Off-site Location

Positions applying for must be specific in order for application to be forwarded to appropriate supervisors for consideration. Generic applications will not be considered.

For a list of open positions, please see our website at www.doorcountyyymca.org or ask at our Welcome Center.

Have you previously applied for employment at any YMCA? Yes No

If yes, when and where? _____

Have you previously worked for any YMCA?..... Yes No

If yes, when and where? _____

How did you hear of this job?

Facebook YMCA Website Friend YMCA Employee College Job Website Inside the Y

LinkedIn Twitter Job Fair WI Job Center Other _____

Availability

Date available to start: ____ / ____ / ____ Full Time Part Time Total Hours per week: _____

Please list specific hours you are able to work

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday

Training

List all current or special licenses, permits, and/or certifications held. (CPR, Lifeguard, First Aid, etc.)

Type: _____ Level: _____ Expiration Date: _____

Type: _____ Level: _____ Expiration Date: _____

Type: _____ Level: _____ Expiration Date: _____



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Education

Education	School Name	Dates Attended	Graduated?	Emphasis/Major
High School			<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> In progress	
Vocational/Technical School			<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> In progress	
College/University			<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> In progress	
Graduate School			<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> In progress	

Employment History

List your last 3 employers, beginning with the most recent

Employer: _____ City and State: _____ Telephone: _____ Position: _____ Supervisor Name: _____ Supervisor Email: _____ Reason for Leaving: _____	Briefly describe specific job duties below: _____ _____ Start date: ____/____/____ End date: ____/____/____
Employer: _____ City and State: _____ Telephone: _____ Position: _____ Supervisor Name: _____ Supervisor Email: _____ Reason for Leaving: _____	Briefly describe specific job duties below: _____ _____ Start date: ____/____/____ End date: ____/____/____
Employer: _____ City and State: _____ Telephone: _____ Position: _____ Supervisor Name: _____ Supervisor Email: _____ Reason for Leaving: _____	Briefly describe specific job duties below: _____ _____ Start date: ____/____/____ End date: ____/____/____

References

We currently contract with a web-based client called Checkster to facilitate candidate reference checks. As a part of the hiring/on-boarding process with our organization, you will be asked to provide 5-7 references who have known you for at least one year. At least one of your references must be a close family member, and others can be former supervisors, peers, subordinates, teachers, coaches, etc. If/When an offer for employment is being considered, your supervisor or a member from our Human Resources Department will forward you a link to the Checkster website and ask you to submit your reference names and email addresses. Please be ready to submit this information to ensure timely consideration of your full employment application.

Application Acknowledgement

I hereby affirm that my answers to the foregoing questions are true and correct, and that I have not knowingly withheld any fact or circumstance that would, if disclosed, affect my application unfavorably. I understand that any false information submitted in this application may result in my discharge, and that my employment is subject to proof of eligibility for employment in the United States. Further, I understand and agree that if employed, my employment would be solely employment at will for no definite period and may be terminated at any time without previous notice. I AUTHORIZE the Door County YMCA to contact and obtain information from all references, employers, educational institutions, and law enforcement agencies, and to otherwise verify the accuracy of the information contained in this application. I hereby release from liability the Door County YMCA and its representatives for seeking, gathering and using such information and all other persons, corporations or organizations for furnishing and disclosing such information. I hereby acknowledge that I have read and understood the above statements and that I voluntarily submit this application.

Signature: _____ Date: _____

Please email completed form to
sdantoin@doorcountyyymca.org or return to:

Sturgeon Bay Program Center
1900 Michigan St
Sturgeon Bay, WI 54235
920-743-4949

Northern Door Program Center
3866 Gibraltar Road
Fish Creek, WI 54212
920-868-3660