

**TOWN OF WATERVILLE VALLEY – RECREATION DEPARTMENT  
APPLICATION FOR EMPLOYMENT**

**PO BOX 500 \* Waterville Valley, NH 03215 \* (603) 236-4695 \* recdirector@watervillevalley.org**

Applications are considered for all positions without regard to race, color, national origin, age, sex, disability, religion, or political affiliation.

***CONTACT INFORMATION***

Date of Application \_\_\_\_\_ Position Applied For \_\_\_\_\_

NAME \_\_\_\_\_  
LAST FIRST MIDDLE

CURRENT ADDRESS \_\_\_\_\_  
 City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

PHONE \_\_\_\_\_ EMAIL \_\_\_\_\_

If you are under 18 years of age, can you provide required proof of your eligibility to work? YES NO  
 Are you currently employed? YES NO  
 If so, may we contact your employer? YES NO  
 Are you legally permitted to work in the USA? YES NO  
 What date would you be available to start work? \_\_\_\_\_

***EDUCATION***

NAME	LOCATION	YEARS COMPLETED	MAJOR
High School:			
Technical School:			
College/University:			
College/University:			
Other:			
Other:			

Describe any specialized training, skills, and/or extracurricular activities \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

***EMPLOYMENT EXPERIENCE***

List most recent employers first. Include any job related military and/or volunteer activities.

Employer \_\_\_\_\_ Contact Person \_\_\_\_\_  
Address \_\_\_\_\_  
Telephone \_\_\_\_\_ Dates Employed \_\_\_\_\_ to \_\_\_\_\_  
Job Title \_\_\_\_\_ Hourly Rate/ Salary *Starting* \_\_\_\_\_ *Final* \_\_\_\_\_  
Work Performed \_\_\_\_\_  
\_\_\_\_\_

Employer \_\_\_\_\_ Contact Person \_\_\_\_\_  
Address \_\_\_\_\_  
Telephone \_\_\_\_\_ Dates Employed \_\_\_\_\_ to \_\_\_\_\_  
Job Title \_\_\_\_\_ Hourly Rate/ Salary *Starting* \_\_\_\_\_ *Final* \_\_\_\_\_  
Work Performed \_\_\_\_\_  
\_\_\_\_\_

Employer \_\_\_\_\_ Contact Person \_\_\_\_\_  
Address \_\_\_\_\_  
Telephone \_\_\_\_\_ Dates Employed \_\_\_\_\_ to \_\_\_\_\_  
Job Title \_\_\_\_\_ Hourly Rate/ Salary *Starting* \_\_\_\_\_ *Final* \_\_\_\_\_  
Work Performed \_\_\_\_\_  
\_\_\_\_\_

***ADDITIONAL INFORMATION***

List professional trade, business, or civic activities or offices held \_\_\_\_\_  
\_\_\_\_\_

List any work experience/interest that you feel may better qualify you to fill this position \_\_\_\_\_  
\_\_\_\_\_

Summarize any other job related skills/qualifications that you feel may better qualify you for this position \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## ***REFERENCES***

When listing references please list all information requested below. List people that would be willing to provide professional and/or character references. **Please list at least one personal non work related reference.**

Name \_\_\_\_\_ Occupation \_\_\_\_\_  
Address \_\_\_\_\_ Telephone \_\_\_\_\_  
Email \_\_\_\_\_ How do you know this person? \_\_\_\_\_  
\_\_\_\_\_

Name \_\_\_\_\_ Occupation \_\_\_\_\_  
Address \_\_\_\_\_ Telephone \_\_\_\_\_  
Email \_\_\_\_\_ How do you know this person? \_\_\_\_\_  
\_\_\_\_\_

Name \_\_\_\_\_ Occupation \_\_\_\_\_  
Address \_\_\_\_\_ Telephone \_\_\_\_\_  
Email \_\_\_\_\_ How do you know this person? \_\_\_\_\_  
\_\_\_\_\_

## ***PLEASE READ AND SIGN***

Employment with the Waterville Valley Recreation Department is conditional, a background check will be performed to ensure the safety of program participants.

I, \_\_\_\_\_, hereby authorize the Town of Waterville Valley to contact my former employers and reference listed. I also understand that as a condition of employment, other necessary information may be secured pertaining to my character and job abilities.

I, \_\_\_\_\_, understand that willful misrepresentation of any of the above information is cause for rejection of this application and/or dismissal.

DATE \_\_\_\_\_ APPLICANT SIGNATURE \_\_\_\_\_