



EMPLOYMENT APPLICATION

320 S. 3RD STREET | READING, PA 19602
610-655-6201

APPLICANT INFORMATION*			
Last Name	First	M.I.	Date
Street Address		Apt./Unit #	
City	State	Zip	
Phone #	Email Address		
Date Available	Social Sec. #	Desired Salary	
Position Applying for			
If you are under 18 years of age, please indicate your date of birth:			
Are you a citizen of the United States? Yes <input type="checkbox"/> No <input type="checkbox"/>		If no, are you authorized to work in the U.S.? Yes <input type="checkbox"/> No <input type="checkbox"/>	
Have you ever worked for this company? Yes <input type="checkbox"/> No <input type="checkbox"/>		If so, when?	
Have you ever been convicted of or pled guilty to any crime(s)? Yes <input type="checkbox"/> No <input type="checkbox"/>			
If "Yes," please explain:			
Have you ever been refused employment in any other youth program(s)? Yes <input type="checkbox"/> No <input type="checkbox"/>			
If "Yes," please explain:			
Have you ever been required to register for any sex offender registry in any state? Yes <input type="checkbox"/> No <input type="checkbox"/>			

EDUCATION			
High School		Address	
From	To	Did you graduate? Yes <input type="checkbox"/> No <input type="checkbox"/>	Degree
College		Address	
From	To	Did you graduate? Yes <input type="checkbox"/> No <input type="checkbox"/>	Degree
Other		Address	
From	To	Did you graduate? Yes <input type="checkbox"/> No <input type="checkbox"/>	Degree

REFERENCES	
<i>Please list three (3) professional references:</i>	
Full Name	Relationship
Company	Phone #
Address	
Full Name	Relationship
Company	Phone #
Address	
Full Name	Relationship
Company	Phone #
Address	

**NOTE: Reading Recreation Commission does not discriminate against any person on the basis of race, creed, national origin, marital status, gender, sexual orientation, or disability.*

PREVIOUS EMPLOYMENT

Company		Phone #	
Address		Supervisor	
Job Title		Starting rate \$	Ending rate \$
Responsibilities			
From	To	Reason for Leaving	
May we contact your previous supervisor for a reference? Yes <input type="checkbox"/> No <input type="checkbox"/>			
Company		Phone #	
Address		Supervisor	
Job Title		Starting rate \$	Ending rate \$
Responsibilities			
From	To	Reason for Leaving	
May we contact your previous supervisor for a reference? Yes <input type="checkbox"/> No <input type="checkbox"/>			
Company		Phone #	
Address		Supervisor	
Job Title		Starting rate \$	Ending rate \$
Responsibilities			
From	To	Reason for Leaving	
May we contact your previous supervisor for a reference? Yes <input type="checkbox"/> No <input type="checkbox"/>			

MILITARY SERVICE

Branch	From	To
Rank at Discharge	Type of Discharge	
If discharge other than honorable, please explain:		

DISCLAIMER AND SIGNATURE

Please note: All employees are required to complete a PA Criminal Background Check, a PA Child Abuse History Clearance, an FBI Background check, Mandated Reporter(MR) training or provide proof of approved MR training before beginning employment, and **must be must be qualified at all times to work with children under the Child Protective Services Law.**

- I understand that, if hired, my position is conditional upon the Reading Recreation Commission receiving no disqualifying information on my background checks/ clearances.
- If this application leads to my employment, I understand that false or misleading information in my application or interview may result in my immediate release.
- I certify that my answers are true and complete to the best of my knowledge.

Applicant Signature

Date