



CROSSROADS YMCA, INC.

Employment Application

DATE: _____

POSITION APPLIED FOR _____

Branch: ☐ Griffith ☐ Hammond ☐ Southlake

Last Name _____ First _____ MI _____

Address _____

City _____ State _____ Zip _____ Birth Date _____

Phone _____ Salary Requirements _____

Note: Criminal background checks must be obtained upon hiring.

Are you under 18 years of age? ☐ Yes ☐ No If yes; can you furnish a work permit? ☐ Yes ☐ No

Are you a citizen of the United States? ☐ Yes ☐ No

Are you legally eligible for employment in the United States? ☐ Yes ☐ No

If no, explain _____

Have you ever pled "guilty," "no contest," or been convicted of a crime (misdemeanor or felony)?

☐ Yes ☐ No if yes, give dates and details: _____

Answering "yes" to these questions does not constitute an automatic rejection for employment. Date of the offense, seriousness and nature of the violation, rehabilitation, and position applied will be considered

Employment Availability and Preferences:

Have you ever worked for this company ☐ Yes ☐ No Who referred you to us? _____

Which Branch _____ Year(s) worked _____

Have you any restrictions with regards to hours or days available for employment?

If yes, explain _____

Education: If not High school graduate, indicate highest grade completed _____.

If not High school graduate, have you earned a GED? ☐ Yes ☐ No

Name & Address High School, College, Business Trade School	Major course or degree	Dates Attended	Degree Received

Continue on Reverse

Other special training or skills (languages, clerical, computer, CPR, first aid, etc.)

Describe non-employment activities you have been engaged in that might strengthen your application.

List available days/ hours

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday

Preferred job status: ☐ Full time ☐ Part Time ☐ Seasonal ☐ As needed

References: Please furnish the names, address & phone numbers of two people to whom you are not related and by whom you have not been employed.

Name	Address	Phone	How does this person know you?

Work Experience (Begin with most recent including military)

Employers' name address, phone & supervisor	Job title and/or responsibilities	Salary Begin/End	Dates of Employment	Reason for Leaving

General:

1. If currently employed, may we contact your employer?
2. May we contact past employer(s)?

☐ Yes ☐ No
☐ Yes ☐ No

I certify that all the above answers are true and correct to the best of my knowledge and belief. I authorize you to make such investigations and inquiries of my personal, employment, educational, financial, or medical history and other related matters as may be necessary for an employment decision. I hereby release employers, schools or persons from all liability when responding to inquiries in connection with my application. In the event I am employed. I understand that false or misleading information given in my application or interview(s) may result in discharge.

(Applicant's Signature)

(Date)