

Employment Application



BOYS & GIRLS CLUBS
OF BREYA - PLACENTIA - YORBA LINDA

Our mission is to enable all young people, especially those who need us most to reach their full potential as caring, responsible, productive citizens.

Applicant Information

Name: _____ (First) _____ (Last) _____ (Middle)

Email: _____ Social Security Number: _____

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

Home Number: _____ Cell Number: _____

Are you legally eligible for employment in the United States? YES NO

Are you at least 18 years old? YES NO If not do you have a work permit? YES NO

Have you ever worked for a Boys & Girls Club? YES NO Give Date(s) _____

Position Applied For

Title or Category: _____ Part time Seasonal Salaried Required _____

How were you referred her to BGCBPYL? _____

Do you have any relatives employed by Boys & Girls Clubs of America? YES NO

If yes, please list names and positions held: _____

If a necessary for the job I am able to provide a valid driver's license? YES NO

If so please fill out the following: Issuing state: _____ Type: _____

Have you received any citations for moving violations (reckless driving, driving under the influence, etc.) in the last three years or had your license revoked or suspended? YES NO

Education/Training

SCHOOL LEVEL	INSTITUTION NAME	MAJOR	YEARS COMPLETED	GRADUATE?
HIGH SCHOOL				
COLLEGE / UNIVERSITY				
TRADE/TECHNICAL				
ADDITIONAL				

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Employment History

Start with your last, most recent employer first and do not detail duties and responsibilities if described and attached within resume

Employer name & address:	Position title/duties:	Reason for leaving:
	Supervisor: _____ Tel #: _____	Start Date: _____ End: _____

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	Supervisor: _____ Tel #: _____	Start Date: _____ End: _____

Skills , Knowledge, Ability and Education

Types of computers, software and other equipment you are qualified to operate: _____

Professional licenses, certifications, registrations: _____

Additional training you wish to be considered: _____

Availability

Date you are able to start work _____

Days/ Times Available: Mon _____ Tues _____ Wed _____ Thrus _____ Fri _____

References

List to personal references who are not relatives or former supervisors (optional on this application)

Reference #1: _____ (Name) _____ (Occupation)

Phone _____ Email _____ Years known _____

Reference #2: _____ (Name) _____ (Occupation)

Phone _____ Email _____ Years known _____

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Acknowledgement

I authorize Boys & Girls Clubs of Brea-Placentia-Yorba Linda (BGCBPYL) to investigate all statements in this application and to secure any necessary information from all my employers, references and academic institutions. I hereby release all of those employers, references, academic institutions and BGCBPYL from any and all liability arising from their giving or receiving information about my employment history, my academic credentials or qualifications, and my suitability for my employment with BGCBPYL. I understand that any offer of employment is contingent upon receipt of a satisfactory report concerning my academic credentials and employment references.

I further understand that any false or misleading statements will be sufficient cause for rejection of my application if BGCBPYL has not employed me or immediate dismissal if BGCBPYL has employed me. I also authorize BGCBPYL to supply information about my employment record, in whole or in part, in confidence to any prospective employer, government agency, or other party having legal and proper interest, and I hereby release BGCBPYL from any and all liability for its providing this information.

I understand that nothing in this employment application, in BGCBPYL's policy statements or personnel guidelines, or in my communications with any BGCBPYL official is intended to create an employment contract between BGCBPYL and me. I also understand that BGCBPYL has the right to modify its policies without giving me any notice of the changes. No promises regarding employment have been made to me. I understand that if an employment relationship is established, I have the right to terminate my employment at any time for any reason. I also understand that BGCBPYL retains the right to terminate my employment at any time for any reason.

I hereby authorize BGCBPYL to investigate my background and qualifications for purposes of evaluating whether I am qualified for the position for which I am applying. I understand that BGCBPYL will utilize an outside firm or firms to assist it in checking such information, and I specifically authorize such an investigation by information services and outside entities of the company's choice. I also understand that I may withhold my permission and that in such a case, no investigation will be done, and my application for employment will not be processed further.

I hereby acknowledge that I have read and understand the preceding statements.

Signature: _____

Date: _____

We are an Equal Opportunity Employer and fully subscribe to principles of Equal Employment Opportunity. Applicants and/or employees are considered for hire, promotion and job status, without regard to race, color, religion, creed, sex, marital status, physical or mental disability, national origin or age.