



**FOR YOUTH DEVELOPMENT
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY**

Wenatchee Valley YMCA

217 Orondo Avenue
Wenatchee, WA 98801
(509) 662-2109

The mission of the Wenatchee Valley YMCA is to strengthen youth, families, and communities by promoting Christian principles and putting them into practice through leadership and programs that build healthy spirit, mind and body for all.

- Complete this application as thoroughly as possible. Do not leave any spaces blank or write "see resume".
- This application is good for 30 days, consideration for employment after 30 days requires a new application.
- The Y is an equal opportunity employer. Qualified candidates are considered for employment without regard to race, creed, color, national origin, marital status, age, sex (including pregnancy), sexual orientation, religion, disability, veteran or military status, use of a trained dog guide or service animal by a disabled person or any other status protected by applicable local, state or federal law.
- In accordance with our healthy spirit, mind, and body mission and federal law, we have a zero tolerance policy for illegal drug use (including Marijuana) during your employment with us whether on or off duty.
 - **We practice pre-employment drug screening.**

PLEASE TYPE or PRINT			
Last Name	First Name	Middle Name	Today's Date
Current Address:	City	State	Zip
How long (Mo/Yr to Mo/Yr)?	From ___/___ to ___/___		Telephone/Message Phone
Previous Address	City	State	Zip
How long (Mo/Yr to Mo/Yr)?	From ___/___ to ___/___		Cell Phone (Optional)
Email Address (Optional)			Last 4 digits of SS Number _____
What position or type of work are you seeking?	Date available to work:	Are you age 18 or older? <input type="radio"/> No <input type="radio"/> Yes	
Please refer to the attached job description for the position you are applying. Are you able to perform the essential functions of this position with or without reasonable accommodation? <input type="radio"/> No <input type="radio"/> Yes Describe below which tasks, if any, you will need an accommodation to perform and explain the accommodation you will need.			
Why are you interested in this position:			
What pay do you expect: \$ _____ per _____	Are you presently on layoff from another job and subject to recall? <input type="radio"/> No <input type="radio"/> Yes		
Have you applied here before? <input type="radio"/> No <input type="radio"/> Yes When:	Have you previously been employed here? <input type="radio"/> No <input type="radio"/> Yes When: Under what name		
Do you have relatives working here? (will not necessarily disqualify employment) <input type="radio"/> No <input type="radio"/> Yes	Are you presently employed? <input type="radio"/> No <input type="radio"/> Yes		
Name	Relationship	May we inquire of your employer? <input type="radio"/> No <input type="radio"/> Yes	

I certify that all of the information submitted on this page of this application is true, complete and that I have not withheld, nor will I withhold, any information that would affect my application for employment.

_____ Initial

EDUCATION AND SKILLS

Check the boxes that indicate all levels of completed education:

- High school graduate or GED School: _____
 - Some college School: _____
 - College Graduate: School: _____ Degree _____ Major: _____
 - Trade or Business School School: _____ Field of Study _____
- Highest Degree Earned (circle one) 1. High School 2. Associate 3. Bachelor 4. Masters 5. Doctorate

Professional memberships, certificates or licenses held. (Exclude those indicating race, color, religion, sex, sexual orientation, national origin, age, physical or mental disability or labor organization affiliations.)

Additional Education, Vocational and/or Professional Information such as special areas of research or study, seminars, etc. Please attach any written resume or other summary of information that is relevant to the position for which you are applying.

List equipment you operate that may help qualify you for employment: (please include computer skills and applications used)

GENERAL INFORMATION

What do you expect to be doing in five years?	Based on today's prices/wages, what monthly income do you expect to be earning in five years?
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What has been your most interesting work?	What made it interesting?
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What work experience did you dislike most?	Why did you dislike it?
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Are you awaiting trial on a felony charge? No Yes

Please Explain (*will not necessarily disqualify employment*): _____

Have you been convicted of a felony (excluding any record or conviction that has been judicially sealed, expunged, eradicated, or dismissed)? - No Yes

Please Explain (*conviction will not necessarily disqualify employment*): _____

Have you ever been convicted child abuse or sex-related crime? No Yes

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

(If offered employment, you will be required to provide documentation to verify eligibility.)

How were you referred to the YMCA? Advertisement Employee Referral Walk-In Agency Other

(Who?)

Name of Employee or Source _____

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_____ Initial

EMPLOYMENT HISTORY and/or VOLUNTEER WORK: Listing most recent first, list ALL periods of employment, self-employment, U.S. military service, volunteer work, and/or non-employment for the past 7 years. You may attach an additional piece of paper if you need more space.

From (mo/yr)	Employer	Position/ Description of Duties	
To (mo/yr)	Street Address	Supervisor's Name / Title	Supervisor Contact Information
Telephone Number	City, State, Zip Code	Starting Pay Last Pay	Reason for Leaving
From (mo/yr)	Employer	Position/ Description of Duties	
To (mo/yr)	Street Address	Supervisor's Name / Title	Supervisor Contact Information
Telephone Number	City, State, Zip Code	Starting Pay Last Pay	Reason for Leaving
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To (mo/yr)	Street Address	Supervisor's Name / Title	Supervisor Contact Information
Telephone Number	City, State, Zip Code	Starting Pay Last Pay	Reason for Leaving

Please explain any gaps in your employment history:

PERSONAL AND PROFESSIONAL REFERENCES: Please include one close relative in this group.

Relationship	First and Last Name	Address	Telephone Number

I certify that all of the information submitted on this page of this application is true, complete and that I have not withheld, nor will I withhold, any information that would affect my application for employment.

_____ Initial

CERTIFICATION AND ACKNOWLEDGMENT

I certify that all information submitted in this application, resume, interview, or other information provided, is true and complete and that I have not knowingly withheld, nor will I withhold, any information that would affect my application for employment with the Wenatchee Valley YMCA (hence referred to as "the Y"). I also understand and agree that:

I authorize investigation of all facts and statements contained in this application. I understand that falsification, misrepresentation or omission of facts called for may result in immediate termination from employment or removal of my application from consideration. I authorize the Y to secure information about my experience with former employers, education institutions and agencies, and for those parties to provide information concerning my experience releasing all parties from any liability arising therefore.

_____ Initial

If employed by the Y I understand my employment can be terminated, with or without cause and with or without notice, at any time at the option of the Y or myself. I understand that, other than the EXECUTIVE DIRECTOR of the Y, no manager or representative of the Y has authority to enter into any agreement for employment for any specific period of time, or make any agreement contrary to the foregoing. Only the EXECUTIVE DIRECTOR of the Y has the authority to make any agreement contrary to the foregoing and then only in writing. I further expressly agree that, with respect to the at-will employment relationship, this constitutes the full, complete and final expression of the parties' intent concerning the nature of any employment relationship between myself and the Y.

_____ Initial

Inquiries may be made with my previous employers or others who may have knowledge of me, with consumer credit, other private or governmental agencies. I authorize any such person or agency to give any and all information concerning my previous employment, including but not limited to, an assessment of my job performance, ability, and/or any other information they may have, personal or otherwise, and release all parties from any and all liability, claims, or damages that may directly or indirectly result from furnishing same. Upon my reasonable and timely request, a description of the general scope and nature of any such inquiry will be provided to me.

_____ Initial

Prior to my beginning work or during my employment, employer reserves the right to require any lawful form of medical, drug, alcohol, psychological, character, honesty, integrity, aptitude, skill, or other test or examination.

_____ Initial

The Y will conduct a criminal records check upon offer of employment. Employment will be discontinued immediately if the individual's criminal record does not meet the following standards:

- a) Employees must have no Class A felony convictions, no Class B felonies within the last ten years, and no Class C felonies within the past five years. If disclosed in advance, this standard may be waived by the Y under special circumstances.
- b) Employees must have no convictions for crimes of a sexual nature, for crimes against a child or for crimes of violence. If disclosed in advance, this standard may be waived by the Y under special circumstances.

_____ Initial

My signature below certifies that I have read and understand the foregoing and to the best of my knowledge and belief, the information on this form is true and correct. My signature below also certifies that I agree to be bound by the terms and conditions stated in this application. This application contains all the understandings and agreements between me and the Y concerning the nature of my employment, if any, by the Y and supersedes all prior and/or contemporaneous practices, oral or written agreements, understandings, statements, representations and promises, express or implied, between me and the Y. I understand and agree that, except as noted above, no person who is either an agent or employee of the Y may modify, delete, vary or contradict, whether orally or in writing, the terms and conditions set forth herein.

Applicant Signature

Applicant's Printed Name

Date of Application