

Please show your top 3 job position preferences with numbers 1, 2, and 3.



Columbus Parks and Recreation Department Part-Time/ Seasonal Application

Donner Pool

Cashier/Concession

Lifeguard

Do you have:

WSI

Lifeguarding

Name _____ Email _____
(Last, First, MI)

Address _____ Phone _____
(Street, City, State, Zip) (Primary)

Hamilton Center

Cashier/Concession

Skate Guard

Instructor

Office Supervisor

Gymnastics Center

Instructor

Donner Center

Office

Building Supervisor

Maintenance

Parks Grounds

Park Horticulture

Athletic Fields

Custodian

Golf Courses

Hamilton Community
Center & Ice Arena

Recreation

Playground Supervisor

Day Camp/Preschool

Other Recreation

Sports

Batting Cage Attendant

Concessions

Tennis Instructor

Sports Supervisor

Golf Courses

Clubhouse

Range Ball Picker

Golf Cart Attendant

Farmers Market

Information Booth

Other

Park Patrol

Umpires/Referees

School	Name & Address	Dates Attended	Major Degree	GED Obtained	Graduation Date
High School					
College					
Technical or Other					

SKILLS AND QUALIFICATIONS

Fluent languages: English Spanish French
Hindi/Bengali Other _____

If hired, will you be able to provide proof of being 19 (Golf Clubhouse only for the purpose of conducting beer/wine sales) or 15 (Lifeguard only for the purpose of legal certification ages) years of age? Yes No

Job related volunteer work, hobbies, or memberships _____

Were you in the military service?

Yes No Date of Service: From _____ To _____

Have you worked for the City of Columbus before? _____ Position _____

Is any member of your family employed by the City of Columbus? Yes No

If yes, provide name, relation, and department: _____

Have you ever been convicted, entered a plea of nolo contendere or guilty, or had the adjudication of guilt withheld for any offense (s) other than minor traffic violations that have not been expunged by a court? Select: Yes No

If you answered yes, please explain:

Do you have a valid Indiana Driver's License? Yes No

Do you have a valid Indiana Commercial Driver's License? Yes No

REFERENCES (Please list two references other than relatives or previous employers.)

Name _____ Name _____
Email _____ Email _____
Telephone _____ Telephone _____

EMPLOYMENT HISTORY (List most recent or present employment first)

Employer _____ Employer _____
Address _____ Address _____
Telephone _____ Telephone _____
Hourly Wage/Salary _____ Hourly Wage/Salary _____
Dates Employed _____ Dates Employed _____
Position _____ Position _____
Name of Supervisor _____ Name of Supervisor _____
May we contact all previous employers? _____ Explain: _____

I certify that to my knowledge, all the above information contained in this application is correct. I agree that any misrepresentation or omission of facts is reason for dismissal. I further recognize the City of Columbus, its agents and employees, considering my request for employment, to conduct a criminal record and background check through any resources available to the City of Columbus. I hereby release and indemnify the City of Columbus, its agents and employees and the persons, businesses, or agencies from whom the information is requested, of liability of any kind of nature or responsibility for any damages that at any time may occur from conducting a criminal record or background search of the employee or applicant. This release of all liability and responsibility includes, but is not limited to, all discussions with past or present employers, friends, criminal record checks, credit checks and license checks.

Furthermore, should I become employed (or re-employed); this release of liability and responsibility shall remain valid for periodic re-checks during my employment with the City of Columbus.

I understand that, if offered employment with the department, I must complete a separate Employment Screening Consent/Release Form. This form is to be submitted to the Director of Business Services at Donner Center, 22nd & Sycamore Street, along with a non-refundable payment of \$15.00 to cover the cost of the employment screening. Employment cannot begin until the report from the investigating firm is received.

A copy of this document shall be as valid as the original.

Applicant's Name (Print) _____ Date _____
Applicant's Signature _____

The City of Columbus does not discriminate in hiring or employment on the basis of race, religion, national origin, age, sex, or disability.

Please return application to Donner Center,
email (parks@columbus.in.gov) or mail to:

Columbus Parks and Recreation
739 22nd Street, P.O. Box 858
Columbus, IN 47202