

# APPLICATION FOR EMPLOYMENT

The Wood County Park District is an equal opportunity employer and employment decisions are made without regard to race, religion, color, sex, pregnancy, sexual orientation, genetic information, national origin and ancestry, age (where protected by law), veteran status, disability or military status.

Even if you are submitting supplemental information with your application, all information on the Wood County Park District Application for Employment must be complete.



## Personal Information

Name

Last First Middle

Address

Street City State Zip Code

Phone Number

Home Other Contact Number E-Mail Address

Do you have the legal right to live and work in the U.S.? Yes No

*Proof of citizenship or immigration status will be required upon employment.*

In case of emergency contact

Name Phone

Are you 18 years or older? Yes No \*Social Security Number

## Employment Desired

Part Time Full Time

Position(s) Date you can start Salary Desired

Have you ever applied to the WC Park District before? Yes No When: Which department?

Have you previously worked for the WC Park District Yes No When: Which department?

List any relatives employed by the WC Park District:

Name Department Relationship

Can you travel if the job requires it? Yes No \*Social Security Numbers (SSNs) are used to match individuals with their application. Disclosure of your SSN is voluntary; however, a nine-digit number is necessary to process your application. Upon employment and pursuant to Sec. 5101.312 of the Ohio Revised Code and certain other laws and regulations, a request for a SSN is mandatory. Your SSN may be used for purposes including but limited to the following: identification of obligors under child support orders, detection of welfare fraud, processing background checks, and tax information or general employee information. The Wood County Park District performs criminal background checks on prospective employees. The Ohio Revised Code prohibits the Wood County Park District from hiring individuals with certain criminal records (i.e. R.C. 2921.41, R.C. 3721.121).



# Employment History

Are you currently employed?      Full-time      Part-time      Unemployed

Beginning with your most recent, list below present and past employment. All sections must be completed for each employer. Include additional employment history sheets to reference your complete work history. Do not omit employers in history.

Business	Hire Date	Reason for Leaving
Address	Ending Date	
	Position(s) Held	
	Was this a supervisory position? Yes No	
Telephone	Describe job duties	
Last Supervisor's Name		
Ending Salary		

Business	Hire Date	Reason for Leaving
Address	Ending Date	
	Position(s) Held	
	Was this a supervisory position? Yes No	
Telephone	Describe job duties	
Last Supervisor's Name		
Ending Salary		

Business	Hire Date	Reason for Leaving
Address	Ending Date	
	Position(s) Held	
	Was this a supervisory position? Yes No	
Telephone	Describe job duties	
Last Supervisor's Name		
Ending Salary		

Business	Hire Date	Reason for Leaving
Address	Ending Date	
	Position(s) Held	
	Was this a supervisory position? Yes No	
Telephone	Describe job duties	
Last Supervisor's Name		
Ending Salary		

Business	Hire Date	Reason for Leaving
Address	Ending Date	
	Position(s) Held	
	Was this a supervisory position? Yes No	
Telephone	Describe job duties	
Last Supervisor's Name		
Ending Salary		

Business	Hire Date	Reason for Leaving
Address	Ending Date	
	Position(s) Held	
	Was this a supervisory position? Yes No	
Telephone	Describe job duties	
Last Supervisor's Name		
Ending Salary		

---

**Summary of Qualifications** In the area below, describe briefly the experience, education, training and other factors that qualify you for the position for which you are applying. Refer to the Minimum Qualifications and any position-specific qualifications posted for the position.

---

---

---

---

---

## Release and Authorization

---

### READ CAREFULLY BEFORE SIGNING

Initial each statement in the box provided. All boxes must be initialed in order for application to be considered.

I certify that the facts contained in this application are true and complete to the best of my knowledge and belief. I understand that this application must be completed in full or it may not be considered.

I certify that I can perform the essential function of the job for which I have applied, with or without reasonable accommodation.

I understand that falsified statements or misleading information given in my application or interview(s) may result in discharge from employment regardless of when such information is discovered.

I authorize the Wood County Park District to obtain copies of my work record and educational history from my former employers and/ or educational institutions. I ask you not to contact the following employer:

I authorize the Wood County Park District to obtain an abstract of my driver's license or commercial driver's license record, as well as any prior criminal convictions as it relates to the position for which I am applying.

I release all parties from all liability for any damage that may result from the release and use of medical, educational, and employment-related information to the Wood County Park District.

I understand that any offer of employment is conditioned upon proof of legal authorization to work in the United States as required by the Immigration Reform and Control Act and other applicable laws.

In the event that I am hired, I authorize the Wood County Park District to update and supplement this information during my employment with the Park District.

I understand that a pre-employment drug test will be required.

In consideration of the Park District's review of my application, I agree that any claim or lawsuit arising out of my employment with, or my application for employment with the Wood County Park District, its officials, boards, and agencies must be filed no more than six months after the date of the employment action that is the subject of the claim or lawsuit. While I understand that the statute of limitations for claims arising out of an employment action may be longer than six months, I agree to be bound by the six month period of limitation set forth herein, and **I WAIVE ANY STATUTE OF LIMITATION TO THE CONTRARY**. Should a court determine in some future lawsuit that this provision allows an unreasonably short period of time to commence a lawsuit, the court shall enforce this provision as far as possible and shall declare the lawsuit barred unless it was brought within the minimum reasonable time within which the suit should have been commenced.

---

Applicant's Signature

---

Date