



Family YMCA of Northwest Illinois  
Employment Application

**Applicant Information**

Full Name \_\_\_\_\_ Date \_\_\_\_\_

Street Address \_\_\_\_\_ Apartment # \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Phone \_\_\_\_\_ Email \_\_\_\_\_

Date Available to Start \_\_\_\_\_

Days Available to Work (Circle):

Monday Tuesday Wednesday Thursday Friday Saturday Sunday

Hours Available to Work (specifically list time periods for each day):  
\_\_\_\_\_

Position Applying For \_\_\_\_\_

Are you a citizen of the United States? (circle one): Yes No

If no, are you authorized to work in the United States? (circle one): Yes No

Have you ever been convicted of a felony? (circle one): Yes No

If yes, explain? \_\_\_\_\_

Have you ever worked for the Family YMCA of Northwest Illinois? (circle one): Yes No

If yes, when? \_\_\_\_\_

**Education**

High School \_\_\_\_\_

Location \_\_\_\_\_

Number of Years Completed \_\_\_\_\_ Did You Graduate? (circle one): Yes No

College \_\_\_\_\_

Location \_\_\_\_\_

Number of Years Completed \_\_\_\_\_ Did You Graduate? (circle one): Yes No

Course of Study \_\_\_\_\_

## References

Full Name \_\_\_\_\_ Years Known \_\_\_\_\_

Relationship \_\_\_\_\_ Phone Number \_\_\_\_\_

Full Name \_\_\_\_\_ Years Known \_\_\_\_\_

Relationship \_\_\_\_\_ Phone Number \_\_\_\_\_

## Previous Employment

Company \_\_\_\_\_ Position \_\_\_\_\_

Address \_\_\_\_\_ Phone \_\_\_\_\_

Supervisor \_\_\_\_\_ May We Contact Them? (circle one): Yes No

Responsibilities (please list three): \_\_\_\_\_

Dates of Employment \_\_\_\_\_ Reason For Leaving \_\_\_\_\_

Company \_\_\_\_\_ Position \_\_\_\_\_

Address \_\_\_\_\_ Phone \_\_\_\_\_

Supervisor \_\_\_\_\_ May We Contact Them? (circle one): Yes No

Responsibilities (please list three): \_\_\_\_\_

Dates of Employment \_\_\_\_\_ Reason For Leaving \_\_\_\_\_

Briefly describe a work-related conflict and how you managed to resolve the issue: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

I certify that my answers are true and complete to the best of my knowledge. If this application leads to employment, I understand that false or misleading information in my application or interview may result in my release.

I understand that an investigative report may be requested that will include information as to my character, work habits, performance, and experience, along with reasons for termination of past employment. I understand that as directed by YMCA policy and consistent with the job described, the YMCA may be requesting information from public and private sources about my workers' compensation injuries, driving record, court record, education, credentials, references and employment. I am willing to submit to drug testing to detect the use of illegal drugs prior to and during employment.

Signature \_\_\_\_\_ Date \_\_\_\_\_