



APPLICATION FOR EMPLOYMENT

Date				
_____		_____		
Last Name		First	Middle	

Current Mailing Address			City	State
_____			_____	_____
Permanent Address <i>(if different from above)</i>			City	State
_____			_____	_____
_____	_____		_____	
Day Time Phone	Message Number		Email Address	

GENERAL INFORMATION

Position(s) Desired: _____ Salary Requested: _____

Can you, after employment, provide verification of your legal right to work in the United States? Yes No

Are you at least 18 years of age?

Date available for employment? ____ - ____ - ____

Have you ever worked for us? If so, when: ____ - ____ - ____

What are you applying for? Regular Full-time Work
Regular Part-time Work
Temporary Work
(e.g., summer or holiday) Specify: _____

Specify any hours or days you cannot or will not work: _____

Are you willing to work overtime if needed?

List any friends and/or relatives working at SIERRA STATE PARKS FOUNDATION, and their relationship to you:

Name: _____ Office Location: _____ Relationship: _____

Name: _____ Office Location: _____ Relationship: _____

EDUCATION:

Education	School Name & Location	No. of Years Attended	Honors Received Diploma/Degree	Course of Study
High School				
Business, Trade, or Technical School				
College/University				
Graduate/Professional School				

Additional academic achievements, training, skills, or extracurricular activities relating to the position(s) for which you are applying:

ADDITIONAL QUALIFICATIONS & BACKGROUND INFORMATION

List all registrations, certifications, or licenses related to the work for which you are applying.

Registration, Certification, or License Number	State in Which Issued	Area of Expertise	Expiration Date

Have you obtained any special skills or abilities as the result of service in the military Yes No

If so, describe: _____

ESSENTIAL REQUIREMENTS OF THE POSITION:

The essential requirements of the job for which you are applying are specified in the attached job description.

EMPLOYMENT HISTORY:

Start with the most recent position. Use an additional sheet if necessary. Do not omit any employers.

Month & Year	Name & Address of Employer	Position	Salary	Reason for Leaving
From: _____ To: _____				
Major accomplishments				
From: _____ To: _____				
Major accomplishments				
From: _____ To: _____				
Major accomplishments				
From: _____ To: _____				
Major accomplishments				

May we contact your current employer at this time?

Yes No

If hired, what value do you think you can bring to Sierra State Parks Foundation?

REFERENCES:

Provide the names of three people not related to you whom you have known for at least one year. References should be acquainted with your employment background.

Name	Address/Phone	Business	Position	Years Acquainted

PLEASE CAREFULLY READ THE FOLLOWING STATEMENT BEFORE SIGNING

I hereby certify that all information contained in this application is true and correct to the best of my knowledge. I further certify that I have not knowingly withheld any information that may adversely affect my chances of employment. I understand that any misrepresentation or omission of information may result in denial of employment or termination at any time. I authorize all my current and former employers and their employees, past or present, to give SIERRA STATE PARKS FOUNDATION all information concerning my employment history and any pertinent information they may have, personal or otherwise. I also authorize that all my former schools may give SIERRA STATE PARKS FOUNDATION any or all information concerning my education. I also authorize all the references that I have provided to give any information to SIERRA STATE PARKS FOUNDATION they consider relevant. I waive all privacy interests in such information.

I understand that SIERRA STATE PARKS FOUNDATION is an at-will employer and that my employment can be terminated with or without cause, at any time and for any reason, or no reason, at the option of either the Company or myself. I understand that no one, other than the President of the Board or the Executive Director of SIERRA STATE PARKS FOUNDATION has any authority to enter into an agreement for employment for a specified period, or to make any agreement contrary to the foregoing. Any agreement entered by the Chairman of the Board/CEO can only be made in writing and signed by him/her and the employee. If hired, I understand that I will be required to sign an arbitration agreement whereby I agree that any disputes between me and the Sierra State Parks Foundation will be submitted to binding arbitration, rather than a court of law.

I understand that the issuance of this application does not indicate that there are any positions open.

Applicant's Signature

Date

SIERRA STATE PARKS FOUNDATION complies with the requirements of the Americans with Disabilities Act. If you feel that you require reasonable accommodation at any step of the interview/application process, please notify us within a reasonable time.

It is SIERRA STATE PARKS FOUNDATION policy and intent to provide equal opportunity to all persons without regard to race, color, religion, sex, pregnancy, marital status, sexual orientation, age, national origin, disability, or medical condition as defined in state and federal laws. This policy covers all facets of employment including, but not limited to recruitment, selection, placement, promotions, transfers, demotions, terminations, training, compensation, and all aspects of employment.

Last updated: 02/2023