NATIONAL TRAIL PARKS & RECREATION DISTRICT
EMPLOYMENT APPLICATION
(Please Print)

1. Position applying for: _____

2. Name: _____
   　　　　Last　　　　　　First　　　　Middle

3. Address: _____ Cell #: _____

4. Email Address: _____ Home #: _____

5. Are you 18 or older?　□ Yes　　　□ No

6. If hired, can you given written evidence of your right to work in this country? □ Yes　　□ No

7. What is your reason for interest in this position? _____

   _____

8. List any reason why you would be unable to perform the essential functions or fundamental job
   duties of this position: _____
   _____

9. Do you now or have you ever worked for NTPRD? □ Yes　　□ No
   If yes, when? From _____ To _____

10. Do you have a valid Driver's License or Commercial Driver's License? □ Yes　　□ No
    What State? _____　License Class ? _____　List Endorsements: _____

EDUCATION AND TRAINING

Place "X" in column for highest grade completed												Name/Location of High School
1	2	3	4	5	6	7	8	9	10	11	12	

Other Schools	Dates From To	Name of School	City/ State	Major	Minor	Name of Degree
College/University						
Graduate School						
Vocational or Business School						

If you have received Training in any area that you feel is relevant to the position for which you are applying, please submit the following information (do not include training gained as part of your education as described above):

Type of Training　　　　　Organization　　　Length of Training　　　Subject Covered
_____

_____

WORK EXPERIENCE Fully describe your work experience beginning with your most recent job. Include relevant military and volunteer experience.

MAY WE CONTACT YOUR PRESENT EMPLOYER?: ☐ Yes   ☐ No

Length of Employment
From: Mo. _____ Yr. _____
To: Mo. _____ Yr. _____
Full-time ☐
Part-time ☐
Reason for leaving: _____
_____

Title of Position Held:
_____
_____
Duties Performed: _____
_____
_____
_____

Name & Address of Employer
_____
_____

Length of Employment
From: Mo. _____ Yr. _____
To: Mo. _____ Yr._ _____
Full-time ☐
Part-time ☐
Reason for leaving: _____
_____

Title of Position Held:
_____
_____
Duties Performed: _____
_____
_____
_____

Name & Address of Employer
_____
_____

Length of Employment
From: Mo. _____ Yr. _____
To: Mo. _____ Yr. _____
Full-time ☐
Part-time ☐
Reason for leaving: _____
_____

Title of Position Held:
_____
_____
Duties Performed: _____
_____
_____
_____

Name & Address of Employer
_____
_____

** Please list additional work experience on a separate sheet.

☐ RESUME ATTACHED – **You must still complete Work Experience Section above.**

PROFESSIONAL REFERENCES (Please DO NOT include relatives)

NAME & OCCUPATION   PHONE NUMBER

1. _____
2. _____
3. _____

RELEASE

BEFORE SIGNING, PLEASE CHECK THE ENTIRE APPLICATION FOR ERRORS OR OMISSIONS.
I hereby certify that, to the best of my knowledge and belief, all statements made herein or attached are complete and accurate. I understand that any false statements later disclosed will cause loss of my right to examination, certification, appointment or retention of position and may subject me to prosecution under Ohio Revised Code Section 2921.13. Furthermore, I hereby authorize National Trail Parks & Recreation District to contact prior employers, education institutions and references listed above to obtain and all information related to my past work performance, experience or education.

Signature of Applicant: _____ Date: _____

NATIONAL TRAIL PARKS & RECREATIONAL DISTRICT IS AN EQUAL OPPORTUNITY EMPLOYER/MINORITY/FEMALE/DISABLED

NATIONAL TRAIL PARKS & RECREATION DISTRICT
EQUAL EMPLOYEMENT OPPORTUNITY INFORMATION SHEET

Please submit this sheet with your employment application.

NAME: _____ DATE: _____

JOB DESIRED: _____

DIRECTION: National Trail Parks & Recreation District requests that you supply the information below in order to assist our efforts in regards to Equal Employment Opportunity. This information will in no way affect the processing of your application. This information sheet will be processed separately and will be used for statistical purposes only. It is gathered under the authority of Ohio Civil Rights Commission Rule 4112-5-04.

SEX: ☐ MALE ☐ FEMALE

RACE:

White	☐	Persons having origins in any of the original peoples of Europe, North Africa, or the Middle East.
Black	☐	Persons having origins in any of the black racial groups.
Hispanic	☐	Persons of Mexican, Puerto Rican, Cuban, Central or South American, or other Spanish culture or origin, regardless of race.
American Indian/ Alaskan Native	☐	Persons having origins in any of the original peoples of North America, and who maintain cultural identification through tribal affiliation or community recognition.
Asian/Pacific Islander	☐	Persons having origins in any of the original peoples of the Far East, Southeast Asia, Indian Subcontinent, or the Pacific Islanders.

HOW DID YOU BECOME AWARE OF THIS POSITION? Note: Please mark all that apply.

A) Newspaper: ☐ Yes ☐ No If yes, which newspaper? _____

B) Online: ☐ Yes ☐ No If yes, which website? _____

C) Job Posting: ☐ Yes ☐ No If yes, where? _____

D) Personal Contact: ☐ Yes ☐ No If yes, give name: _____

E) Other _____ Please explain: _____