



**JOB APPLICATION  
EMPLOYMENT APPLICATION**

The REC Center  
22421 Barton Road #289  
Grand Terrace, CA 92313

*The REC Center is an equal opportunity employer. This application will not be used for limiting or excluding any applicant from consideration for employment on a basis prohibited by local, state, or federal law. Should an applicant need reasonable accommodation in the application process, he or she should contact a REC Center representative. Please fill out all sections below.*

**Date of Application:** \_\_\_\_\_

**Applicant Information Applicant Name:** \_\_\_\_\_

Street Address: \_\_\_\_\_ City, State and Zip

Code: \_\_\_\_\_ Telephone

Number: \_\_\_\_\_ Email Address: \_\_\_\_\_

Position(s) applying for: \_\_\_\_\_

*Employment at The REC Center is part-time/temporary.*

How did you hear about this position? \_\_\_\_\_

What days are you available for work? \_\_\_\_\_

Do you have reliable transportation to and from work? \_\_\_\_\_

**Personal Information**

Are you 18 years of age or older? Yes \_\_\_\_\_ No \_\_\_\_\_

Are you a U.S. citizen or approved to work in the United States? Yes \_\_\_\_\_ No \_\_\_\_\_

What document can you provide as proof of citizenship or legal status? \_\_\_\_\_

Do you have any condition which would require job accommodations? Yes \_\_\_\_\_ No \_\_\_\_\_

If yes, please describe: \_\_\_\_\_

Note: The REC Center complies with the ADA and considers reasonable accommodation measures that may be necessary for eligible applicants/employees to perform essential functions

Have you ever been convicted of a criminal offense (felony or misdemeanor)? \_\_\_\_\_

If yes, please state the nature of the crime(s), when, and city and state in which they occurred.

\_\_\_\_\_  
\_\_\_\_\_

**Job Skills/Qualifications**

Please list below the skills and qualifications you possess for the position for which you are applying: \_\_\_\_\_

\_\_\_\_\_

**Education**

*High School*

City and State \_\_\_\_\_

Year graduated \_\_\_\_\_ or Current Student yes \_\_\_\_\_ no \_\_\_\_\_

*College/University*

Name \_\_\_\_\_ City and state \_\_\_\_\_ Year

Graduated \_\_\_\_\_ Degree Earned \_\_\_\_\_

*Vocational School/Specialized Training*

Name \_\_\_\_\_ City and state \_\_\_\_\_ Year

Graduated \_\_\_\_\_ Degree Earned \_\_\_\_\_

Have you ever served in the armed services? Yes \_\_\_\_\_ no \_\_\_\_\_

If yes, What branch of the military did you enlist? \_\_\_\_\_

**Current and Former Employment**

Employer Name: \_\_\_\_\_

Job Title: \_\_\_\_\_

Supervisor Name: \_\_\_\_\_ Phone number \_\_\_\_\_

Dates Employed: \_\_\_\_\_ Reason for leaving \_\_\_\_\_

Employer Name: \_\_\_\_\_

Job Title: \_\_\_\_\_

Supervisor Name: \_\_\_\_\_ Phone number \_\_\_\_\_

Dates Employed: \_\_\_\_\_ Reason for leaving \_\_\_\_\_

List two reference(s) below who are not related to you.

Name \_\_\_\_\_ Phone Number \_\_\_\_\_

Relationship to this person \_\_\_\_\_

Name \_\_\_\_\_ Phone Number \_\_\_\_\_

Relationship to this person \_\_\_\_\_

*AT WILL EMPLOYMENT: The REC Center is referred to as "employment at will." This means that your employment can be terminated at any time for any reason, with or without cause, with or without notice, by you or the The REC Center. No representative of The REC Center has authority to enter into any agreement contrary to the foregoing "employment at will" relationship. You understand that your employment is "at will," and that you acknowledge that no oral or written statements or representations regarding your employment can alter your at-will employment status. By signing below, I certify the information I have provided above is true and correct. I understand employment at The REC Center is part-time and temporary.*

Applicants Name \_\_\_\_\_

Applicant Signature \_\_\_\_\_ Dated: \_\_\_\_\_