CITY OF HASTINGS/HASTINGS UTILITIES

APPLICATION FOR SEASONAL EMPLOYMENT

www.cityofhastings.org

HASTINGS PERSONNEL DEPT.

PERSONAL INFORMATION

Last Name	First Name	Middle Initial	Telephone #
Street/Box	City	Zip	email address

Are you 18 years old or older? ☐ Yes ☐ No If not, what age are you? ☐

Do you have a valid driver's license? ☐ Yes ☐ No Minimum age for hire is 16.

EDUCATION

Did you graduate from high school? ☐ Yes ☐ No Name of school _____

If no, please indicate the last grade completed. _____ Location _____

If no, have you passed a high school equivalency or GED test? ☐ Yes ☐ No

College or University (name & location)	Major	Degree Recvd

Please list any certifications you have obtained and their expiration dates.

☐ WSI _____ ☐ Waterpark Lifeguard _____

☐ CPR/AED/First Aid _____ ☐ Pool Operator's License _____

☐ Lifeguard _____ ☐ Other: _____

EMPLOYMENT HISTORY (Up to last 5 years)

NAME & ADDRESS OF EMPLOYER	FROM MO/YR	TO MO/YR	KIND OF WORK OR POSITION	SALARY	REASON FOR LEAVING

Have you ever worked for the City before? ☐ Yes ☐ No If yes, when? _____

Do you have a relative that works for the City? ☐ Yes ☐ No If yes, who? _____

JOB PREFERENCES (Check all that apply)

MUST BE 18 FOR THE FOLLOWING

☐ Cemetery-mowing

☐ Landfill--groundskeeping

☐ Parks Maintenance

☐ Street Crew--maintenance

☐ Street Crew--mowing

☐ Street Crew--street striping

☐ Lake Patrol

☐ Recreation Asst

☐ Utilities

☐ _____

MUST BE 16 FOR THE FOLLOWING

Aquacourt

☐ Concessions

☐ Facility Attendant/Admissions

☐ Lifeguard

Others

☐ Library

☐ Museum

Softball Complex

☐ Gatekeeper

☐ Umpire

☐ Scorekeeper

Dates you are available to work: From: _____ (mo/day) To: _____ (mo/day) # of hours per week: _____

State any additional information that may be helpful to us in considering your application.

Were you ever dismissed or discharged from any employment for reasons other than lack of work or funds?	☐ Yes	☐ No
Did you ever resign from any employment rather than face dismissal?	☐ Yes	☐ No
Have you ever been convicted of a felony within the last 7 years?	☐ Yes	☐ No

If you answered "YES" to any questions above, you must give an explanation below.

ALL STATEMENTS ARE SUBJECT TO VERIFICATION AND CRIMINAL RECORDS CHECK.

Please read and initial each paragraph below. If there is any part you do not understand, please ask the Personnel Technician before signing.

_____ I certify that I have not knowingly withheld any information that might adversely affect my chances for employment and that the answers given by me are true and correct to the best of my knowledge. I further certify that I, the undersigned applicant, have personally completed this application. I understand that any omission or misstatement on this application or on any documents used to secure employment shall be grounds for rejection of this application or for immediate discharge if I am employed, regardless of the time elapsed before discovery.

_____ I understand that if I am offered employment, I will, as a condition of employment, be required to submit proof of my identity and legal right to work in the United States within three days of employment to conform with the Immigration Reform and Control Act of 1986. Some documents establish both identity and employment eligibility such as a United States Passport. Some documents, such as driver's license or school identification card, only establish identity. Other documents, such as a state issued birth certifiicate or social security card, establish only employment eligibility. You may choose which documents you wish to present but this **MUST** be done within three days of employment. Additional documents are acceptable. Please check with the Personnel Technician if you have any questions.

_____ If the position I am hired for requires driving in the course of work, I understand that I will be required to possess a current and valid driver's license.

_____ I understand that **ALL** City of Hastings employees are required to receive their salary payment through direct deposit to the financial institution of their choice.

_____ I authorize investigation of all statements contained in this application for employment as necessary in arriving at an employment decision. I understand that this application is not and is not intended to be a contract of employment. In the event of employment, I understand that false or misleading information given in my application or interview(s) may result in my discharge. I understand, also, that I am required to abide by all rules and regulations of the City of Hastings.

_____ I certify that answers given herein are true and complete to the best of my knowledge. In the event of employment, I understand that false or misleading information given in my application or interview(s) may result in discharge. I understand, also, that I am required to abide by all rules and regulations of the City of Hastings/Hastings Utilities.

_____ Signature of Applicant

_____ Date