

Summer Staff Application

South Orange Department of Recreation & Cultural Affairs

5 Mead Street, South Orange, NJ 07079 (973) 378-7754

PLEASE PRINT CLEARLY

Last Name _____ First _____ Date _____

Home Address _____

College Address _____

Social Security # _____

Home phone # _____ Cell # _____

E:mail Address _____

Birth Date (if under 18) ____/____/____ Are you a U.S. Citizen? _____ T-Shirt Size: S M L XL

Position Desired:

____ Lifeguard – Certification Required- List expiration dates: _____

____ Camp Counselor

____ Head Counselor

____ Summer Recreation Maintenance

Dates Available to Work: From: ____/____/____ To: ____/____/____

If Applicable, Dates of College Orientation: _____

Grade as of September (Please Circle): 9th 10th 11th 12th College: Freshman Sophomore Junior Senior

Name of School: _____ School Phone # _____

Name of School (if graduated): _____ Degree: _____ Years Attended: _____

Have you ever worked for a camp? If yes, Name of Camp: _____

Director: _____ Phone # _____ Dates Employed: _____

Duties: _____

Have you attended camp? ____ If yes, Name of Camp: _____ Dates Attended: _____

Physical restrictions that would interfere with ability to perform job: _____

Please list your last 3 employers (if applicable):

<u>Employer</u>	<u>Dates Employed</u>	<u>Position</u>	<u>Supervisor</u>	<u>Telephone #</u>

List 3 references (non-relatives) who have knowledge of your ability and character. Please include a former teacher and guidance counselor as two of your references:

<u>Name</u>	<u>Relationship</u>	<u>Job Title</u>	<u>Telephone #</u>

Have you ever been arrested or convicted of a crime? _____

If yes, please explain: _____

Have you ever applied for a position with the South Orange Summer Camp before? _____

If yes, when? _____

Why do you think you would be an asset to our Program? _____

Authorization

"I certify that the facts contained in this application are true and complete to the best of my knowledge and understand that, if employed, falsified statements on this application may be grounds for dismissal.

I authorize investigation of all statements contained herein and the references and employers listed above to give you any and all information concerning my previous employment and any pertinent information they may have, personal or otherwise and release the company from all liability for any damage that may result from same.

You are hereby authorized to conduct any investigation of my personal history and/or credit and financial records employing investigative or credit agencies or bureaus of your choice subject to the provisions of the Fair Credit Reporting Act.

I also understand and agree that no representative of the Township of South Orange Village has any authority to enter into any agreement for employment for any specified period of time, or to make any agreement contrary to the foregoing, unless it is in writing and signed by the authorized Village representative.

Date: _____ Signature of Applicant: _____

Date: _____ Signature of Witness: _____

Name: _____

Please review the list below.

Write **5** if you have **CURRENT CERTIFICATION** in an activity (include expiration date).
Write **4** if you are a qualified expert with **TEACHING EXPERIENCE**.
Write **3** if you're **EXCELLENT IN THE ACTIVITY**, and consider it a hobby.

LAND SPORTS: Team

- ___ Baseball
- ___ Basketball
- ___ Field Hockey
- ___ Football
- ___ Lacrosse
- ___ Newcomb
- ___ Rugby
- ___ Soccer
- ___ Softball
- ___ Volleyball

LAND SPORTS: Individual

- ___ Archery
- ___ Fencing
- ___ Fishing
- ___ Golf
- ___ Gymnastics
- ___ Martial Arts
- ___ Tennis
- ___ Track Events
- ___ Field Events

MAINTENANCE

- ___ Carpentry
- ___ Grounds
- ___ Plumbing
- ___ Pool
- ___ Maintenance

WATER SPORTS

- ___ Swimming
- ___ Synchronized
- ___ Diving
- ___ Water Polo

MISCELLANEOUS

- ___ Cooking
- ___ Indian Lore
- ___ Newspaper
- ___ Rocketry
- ___ Sewing
- ___ Story Telling
- ___ Video
- ___ Yearbook

VISUAL ARTS

- ___ Arts & Crafts
- ___ Basketry
- ___ Ceramics
- ___ Leatherwork
- ___ Metal Work
- ___ Model Building
- ___ Native Crafts
- ___ Photography
- ___ Sculpture
- ___ Weaving
- ___ Woodwork

OFFICE

- ___ Bookkeeping
- ___ Computers
- ___ Typing- wpm: _____
- ___ Word-processing

KITCHEN

- ___ Food Service
- ___ Supervisor
- ___ General Help

PERFORMING ARTS

- ___ Acting
- ___ Costuming
- ___ Directing
- ___ Magic
- ___ Music Theatre
- ___ Puppetry
- ___ Script Writing
- ___ Set

DANCE

- ___ Ballet
- ___ Folk/Square
- ___ Jazz
- ___ Modern
- ___ Tap

MUSIC

- ___ Choral
- ___ Piano
- ___ Guitar
- ___ Other

CERTIFICATIONS

- (include expirations)
- ___ CPR
 - ___ EMT
 - ___ First Aid
 - ___ Life Savings
 - ___ Swim Instruction
 - ___ WSI
 - ___ Other

OUTDOOR LIFE

- ___ Animal Care
- ___ Astronomy
- ___ Ecology
- ___ Gardening
- ___ Geology
- ___ Mountain Biking
- ___ Nature
- ___ Reptiles
- ___ Ropes

PHYSICAL FITNESS

- ___ Aerobics
- ___ Weight Training
- ___ Yoga

OTHER ACTIVITIES NOT MENTIONED:

If you placed a 5 or a 4 in any of the above, please describe your background:

I certify that all answers given in this application are true and complete to the best of my knowledge. Please be advised that a criminal and identity background report may be obtained from an independent reporting agency for the purpose of evaluating you for employment. I hereby give the Village of South Orange permission to check my references and understand that all statements become part of my future employment personnel file.

Signed: _____ Date: _____

