



MT. SHASTA RECREATION & PARKS DISTRICT

APPLICATION FOR EMPLOYMENT

A completed application is required for each job opening.

Date: _____

Position Desired: _____ Minimum Salary Acceptable: _____

Name: (Last) _____ (First) _____ (MI) _____

Current Address: _____
Number Street City State Zip

Social Security No.: _____ Home Phone: _____ Mobile Phone: _____

E-Mail Address: _____

Date when would you be available for employment? _____ Full-time _____ Part-time

Can you submit verification of your legal right to work in the U.S.? ____ Yes ____ No

EDUCATION: (What is your highest grade completed?)

_____	_____	_____	_____
Name of High School	Address		Graduate Y/N
_____	_____	_____	_____
Name of College	Address	Degree	Graduate Y/N
_____	_____	_____	_____
Name of College	Address	Degree	Graduate Y/N

JOB RELATED SKILLS AND CERTIFICATIONS:

REFERENCES: (Not relatives or previous employers)

1. _____
Name Address Phone Occupation

2. _____
Name Address Phone Occupation

3. _____
Name Address Phone Occupation

You may attach a resume to this application, however, your application will not be considered unless every question is answered. Volunteer work may also be included.

EMPLOYMENT REFERENCES:
Current or most recent employer:

Company/Employer	City	State	Phone Number
Are you currently working for this employer?	Yes	No	If yes, may we contact? Yes No
Date Employed:	From: _____ to _____	Job Title: _____	
Duties:	_____		
Reason for Leaving:	_____		

Second most recent employer:

Company/Employer	City	State	Phone Number
Are you currently working for this employer?	Yes	No	If yes, may we contact? Yes No
Date Employed:	From: _____ to _____	Job Title: _____	
Duties:	_____		
Reason for Leaving:	_____		

Third most recent employer:

Company/Employer	City	State	Phone Number
Are you currently working for this employer?	Yes	No	If yes, may we contact? Yes No
Date Employed:	From: _____ to _____	Job Title: _____	
Duties:	_____		
Reason for Leaving:	_____		

You may attach an additional sheet to include any other related experience.

AFFIDAVIT

I certify that the answers given by me to the foregoing questions and statements are true and correct without consequential omissions of any kind. I authorize employers, companies, schools, or persons named above to give any information regarding my employment, character and qualifications. I hereby release said employers, companies, schools, or persons from all liability for any damage for issuing this information. I understand and agree that any misleading or incorrect statements or omissions may render this application void, and if employed I agree this could be cause for termination. As an applicant for employment with the Mount Shasta Recreation and Park District, I understand that I must comply with the Employee Fingerprinting Policy, submit to a pre-employment physical examination as directed by the District, and complete a criminal background questionnaire.

Signature of Applicant

Date

Mount Shasta Recreation and Parks District
Drug, Alcohol, and Smoke-Free Workplace Policy

Mt. Shasta Recreation and Parks District is committed to maintaining a drug-free, alcohol-free, and smoke-free workplace in accordance with District policy and applicable State and Local laws.

As part of the District's employment screening process, applicants receiving a conditional offer of employment may be required to successfully complete a pre-employment drug screening. Employment offers are contingent upon a negative drug test result. Applicants who test positive for controlled substances, provide an altered or invalid specimen, or refuse testing will not be considered suitable candidates for employment at that time.

Former employees seeking re-employment may be required to submit to a drug screening at the time of rehire.

Employees may be required to submit to drug and/or alcohol testing following a workplace injury, accident, property damage incident, documented safety violation, or when there is reasonable suspicion of impairment while on duty.

Refusal to consent to testing, failure to cooperate in the testing process, or submission of an altered or invalid specimen may result in disciplinary action up to and including termination of employment.

In accordance with California law, employees are prohibited from being impaired by, possessing, using, consuming, selling, transferring, or being under the influence of illegal drugs or alcohol while on duty, operating District equipment or vehicles, working on District property, or representing the District in any capacity. The use of marijuana or cannabis products is prohibited during work hours, while on District property, and while performing District business, regardless of legalization under California law.

Mt. Shasta Recreation and Parks District also maintains a smoke-free and tobacco-free workplace. Smoking, vaping, and the use of tobacco or nicotine products, including electronic smoking devices, are prohibited in District buildings, District vehicles, District property, or while conducting District business.

All drug and alcohol testing records and results shall be treated as confidential in accordance with applicable law.

I acknowledge that I have read and understand the District's drug-free, alcohol-free, and smoke-free workplace requirements and understand that compliance with these requirements is a condition of employment.

Employee Printed Name: _____

Employee Signature: _____

Date: _____