



The Granite YMCA
An Equal Opportunity Employer
VOLUNTEER APPLICATION

We appreciate your interest in the YMCA. The information requested below usually provides all necessary information for employment consideration. If you wish, you may attach a resume or letters of recommendation.

EQUAL EMPLOYMENT OPPORTUNITY

The Granite YMCA is an equal opportunity employer dedicated to a policy of non-discrimination in employment on any basis including race, color, religion, sex, national origin, age, disability, sexual orientation, marital status, or any other class protected by law. No questions on this application are intended to secure information to be used for such discrimination.

Applicants with disabilities may, consistent with the Americans with Disabilities Act, request accommodations needed to participate in the application process.

PLEASE PRINT CAREFULLY

All applications considered inactive 30 days from available date or 30 days from application unless reactivated by you in writing.

PERSONAL INFORMATION

Name: _____
(Last) (First)

Today's Date: _____

Address: _____
Street City State Zip

Telephone Number:
H _____
C _____

Email address: _____

May we contact you at work?
Yes No

Are you at least 18 years of age? _____ If not please state age _____

VOLUNTEER SERVICE DESIRED AND AVAILABILITY

Position applied for: _____

Would you work: Full-Time Part-Time Specify days and hours if part-time _____

Are you available for work on weekends? Yes No

On what date could you start work? _____

Have you ever applied to or worked for the YMCA? Yes No

If yes, when? _____

AUTHORIZATION TO WORK

Can you, after employment begins, submit verification of your legal right to work in the United States?
Yes No

NOTE: Proof of legal authorization to work will be required upon employment.

PERSONAL INFORMATION

CRIMINAL BACKGROUND

Have you ever been convicted of a crime that has not been annulled by a court? Yes No

Have you ever been found by a court, administrative agency, or employer to have committed domestic violence, stalking, child abuse or neglect, sexual harassment, assault, battery, other harassment or other acts of violence? Yes No

If yes, please describe for each conviction the nature of the offense involved, date of the offense, the sentence imposed, the court in which you were convicted, the case disposition, and any mitigating circumstances you might wish The Granite YMCA to know.

NOTE: A conviction record will not necessarily be a bar to employment. Factors such as your age at the time of the offense, the seriousness and nature of the offense, rehabilitation, and the relation of the offense to employment will be taken into account.

EMPLOYMENT EXPERIENCE – List each job held, starting with your most recent.

	From		To		Position	Starting Pay	Ending Pay	Reason For Leaving
	Mo.	Yr.	Mo.	Yr.				
Employer:								

Address:

Supervisor:

Telephone:

May we contact? Yes No

Please describe your position responsibilities:

Employer:								
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Address:

Supervisor:

Telephone:

May we contact? Yes No

Please describe your position responsibilities:

Employer:								
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Address:

Supervisor:

Telephone:

May we contact? Yes No

Please describe your position responsibilities:

Have you ever been discharged or forced to resign from any prior job? Yes No

If yes, please explain:

EDUCATIONAL BACKGROUND

School	Name & Address of School	Course of Study	Check Last Year Completed				Did You Graduate ?	Diploma or Degree
			9	10	11	12		
High School								
College/University								
Vocational/Business								

Do you have any other experience, training, qualifications or skills which you feel make you especially suited for work at The Granite YMCA? Yes No

If yes, please explain:

REFERENCES (2 MUST BE WORK RELATED/PROFESSIONAL)

Name and Occupation	Address	Phone Number

List any special training, night courses, correspondence study or other training, School Honors, Activities and Offices (Athletics, Publications, Dramatics, etc.):

PERFORMANCE OF JOB DUTIES

Do you understand the essential functions of the job you are applying for? Yes No

Can you perform these functions with or without a reasonable accommodation? Yes No

ADDITIONAL COMMENTS

PLEASE READ BEFORE SIGNING. If you have any questions regarding this statement please ask before signing.

AUTHORIZATION

I certify that **the information I have supplied** in this application (and accompanying resume, if any) **is true and complete** to the best of my knowledge. I understand that any false statement, omission, or misrepresentation on this application is sufficient cause for refusal to hire, or dismissal if I have been hired, no matter when discovered.

I authorize investigation of all matters contained in this form and agree that if in the judgment of the YMCA any misrepresentation has been made by me herein or in a criminal background check or the results of such investigation, including a criminal background check are not satisfactory, any offer of employment made by the YMCA may be withdrawn or my employment may be terminated immediately, without any obligation or liability to me by the YMCA, other than for payment at the rate agreed upon for services actually rendered.

I understand that any offer of volunteer work is conditioned on a **background and reference check**. I authorize The Granite YMCA to investigate all statements contained in my application or resume, and I authorize my former employers and references to disclose information regarding my former employment, character and general reputation to the YMCA. I release The Granite YMCA, its agents, any former employers and all references I have listed from any and all claims, liabilities or demands arising out of or related to such investigation, disclosure or release of information.

I understand and agree that nothing contained in this application, or conveyed during any interview, is intended to create an employment contract. I further understand and agree that, if I am hired, **my employment will be "at will"** and without fixed term, and may be terminated at any time, with or without cause and with or without prior notice, at the option of either myself or The Granite YMCA.

I understand that filling out this application does not indicate there is a position open and does not obligate The Granite YMCA to hire.

I agree to abide by all YMCA work rules, policies and procedures. The YMCA retains the right to revise its policies or procedures, in whole or in part, at any time.

I hereby acknowledge that I have read the above statement and understand the same.

Signature:

Date: