



### Seasonal Employment Application (uncertified)

Please type or print in ink. **Hiring Manager Must Complete gray section below before posting application.**

Job Title: _____	Start Date: _____
Location: _____	Department: _____

#### APPLICANT INFORMATION

Applicant's Name: \_\_\_\_\_ Date Submitted: \_\_\_\_\_

Address: \_\_\_\_\_ Day Phone: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_ Evening Phone: \_\_\_\_\_

Email: \_\_\_\_\_

#### AVAILABILITY

Number of hours per week: \_\_\_\_\_ per day: \_\_\_\_\_ Date available to work: \_\_\_\_\_

#### BACKGROUND (attach additional sheets if necessary)

Please describe previous experience relating to the position for which you are applying:

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

Describe all training or education you have received relating to the position for which you are applying:

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

Indicate skill or interests you have which qualify you for other MPRB positions:

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

#### PREVIOUS EXPERIENCE WITH THE MINNEAPOLIS PARK & RECREATION BOARD

Have you ever been employed by the MPRB?  Yes  No

If yes, please give the following information: Park (or department): \_\_\_\_\_

Immediate Supervisor: \_\_\_\_\_ Dates: from \_\_\_\_\_ to \_\_\_\_\_

#### EDUCATION HISTORY

	Years Completed	Name of School	Dates attended	Degree	Major/Minor
High School	9 10 11 12	_____	_____	_____	_____
College	1 2 3 4	_____	_____	_____	_____
Grad School	1 2 3 4	_____	_____	_____	_____

Additional Education and Training: (including Colleges, Universities, Trade, Vocational, or other schools attended)

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

#### VOLUNTEER EXPERIENCE (attach additional sheets if necessary)

Agency/organization name: \_\_\_\_\_ Address: \_\_\_\_\_

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

Job Title: \_\_\_\_\_ Dates: from \_\_\_\_\_ to \_\_\_\_\_

Reason for leaving: \_\_\_\_\_ May we contact this agency:  Yes  No

Description of duties: \_\_\_\_\_

EMPLOYMENT HISTORY (most recent first)

1 - Employer Name: \_\_\_\_\_ Address: \_\_\_\_\_  
 Supervisor Name: \_\_\_\_\_ Phone: \_\_\_\_\_  
 Job Title: \_\_\_\_\_ Dates: from \_\_\_\_\_ to \_\_\_\_\_  
 Reason for leaving: \_\_\_\_\_ May we contact this agency:  Yes  No  
 Description of duties: \_\_\_\_\_

2 - Employer Name: \_\_\_\_\_ Address: \_\_\_\_\_  
 Supervisor Name: \_\_\_\_\_ Phone: \_\_\_\_\_  
 Job Title: \_\_\_\_\_ Dates: from \_\_\_\_\_ to \_\_\_\_\_  
 Reason for leaving: \_\_\_\_\_ May we contact this agency:  Yes  No  
 Description of duties: \_\_\_\_\_

3 - Employer Name: \_\_\_\_\_ Address: \_\_\_\_\_  
 Supervisor Name: \_\_\_\_\_ Phone: \_\_\_\_\_  
 Job Title: \_\_\_\_\_ Dates: from \_\_\_\_\_ to \_\_\_\_\_  
 Reason for leaving: \_\_\_\_\_ May we contact this agency:  Yes  No  
 Description of duties: \_\_\_\_\_

AUTORIZATION DECLARATION

- Data Privacy: All information requested on this application will only be used to determine the suitability of the applicant for this position.
- My signature below certifies that all statements made on this application are true, complete and correct to the best of my knowledge. I understand these statements are subject to verification. I understand that falsification of this application can disqualify me from consideration or may result in dismissal upon discovery.
- I understand that if I am selected for a position with the Minneapolis Park and Recreation Board I will be asked to supply information from my driver's license or other necessary information in order to allow the Minneapolis Park and Recreation Board to complete a background check. I understand that my continued employment will be contingent on receiving a satisfactory background check.
- I further authorize the references which I have listed on the following page to give the Minneapolis Park and Recreation Board all pertinent information relating to their knowledge of me and my ability to successfully perform the position I have applied for.

**Applicant's Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

REFERENCES (please list up to three persons)

1 - Name: \_\_\_\_\_ Phone: \_\_\_\_\_  
 Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
 Relationship: \_\_\_\_\_ Number of years known: \_\_\_\_\_  
 2 - Name: \_\_\_\_\_ Phone: \_\_\_\_\_  
 Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
 Relationship: \_\_\_\_\_ Number of years known: \_\_\_\_\_  
 3 - Name: \_\_\_\_\_ Phone: \_\_\_\_\_  
 Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
 Relationship: \_\_\_\_\_ Number of years known: \_\_\_\_\_

RETURN APPLICATION TO:

Minneapolis Park & Recreation Board | 2117 West River Road | Minneapolis, MN 55411 | Attn: *department listed on front*