



### APPLICATION FOR EMPLOYMENT

Pine Tree Camps at Lynn University is an Equal Opportunity Employer. The University is committed to and actively supports the spirit and intent of equal employment opportunity as defined by federal, state, and local laws. Employment decisions are not based on an applicant's race, color, religion, gender, national origin, ancestry, physical or mental disability, age, sexual orientation, marital status, veteran status, citizen status, pregnancy, or medical conditions. If you need a reasonable accommodation in the hiring process, you should notify the person distributing or accepting this application.

#### PERSONAL INFORMATION

Name (Full – Last, First, MI)		Social Security Number	
Address	City	State	Zip
Home Phone	Business Phone	Best time to Call	When could you start employment?
Email Address			
What position are you applying for? <span style="float: right;">Full Time <input type="radio"/> Part Time <input type="radio"/></span>			
Have you ever applied for employment or been employed by Pine Tree Camps at Lynn University? When?			Yes <input type="radio"/> No <input type="radio"/>
Are you legally eligible to work in the United States? (Proof of eligibility will be required within 3 days after beginning employment.)			
			Yes <input type="radio"/> No <input type="radio"/>
Do you have any commitments or agreements with another employer that may affect your employment with Pine Tree Camps at Lynn University or your availability for work?			Yes <input type="radio"/> No <input type="radio"/>
In the last 7 years have you ever been convicted of a felony? (Conviction will not necessarily disqualify you from employment.) If yes, explain:			
Are you presently employed?		How were you referred to us?	
Yes <input type="radio"/> No <input type="radio"/>			

#### EMPLOYMENT HISTORY (Begin with your most recent employer.)

Present or Last Position/Title	Name of Company		From Mo/Yr	To Mo/Yr
Address	City	State	Zip	
Duties		Reason for Leaving, if applicable.		
Starting Annual Salary	Final Annual Salary	Bonus	Commission	May we contact your Employer?
Name of Manager	Title & Department of Manager		Phone No. of Manager	

Previous Position/Title	Name of Company		From Mo/Yr	To Mo/Yr
Street Address	City	State	Zip	
Duties		Reason for Leaving		
Starting Annual Salary	Final Annual Salary	Bonus	Commission	May we contact your Employer?
Name of Manager	Title & Department of Manager		Phone No. of Manager	

Previous Position/Title		Name of Company		From Mo/Yr	To Mo/Yr
Street Address			City	State	Zip
Duties			Reason for Leaving		
Starting Annual Salary	Final Annual Salary	Bonus	Commission	May we contact your Employer?	
Name of Manager		Title & Department of Manager		Phone No. of Manager	

**EDUCATION**

	Name	City	State	Degree	Subjects Studied
High School/GED					GPA
College/University					Major / GPA
College/University					Major / GPA
Graduate School					Major / GPA
Business or Trade School					GPA
Job-related education: institutes, licenses, certifications:					

**PROFESSIONAL REFERENCES**

List 3 current or former managers or coworkers who have knowledge of your experience and ability.			
Name/Relationship	Address	Phone	Occupation

In the following list please put a:

- 1 - For activities you can organize and teach as an expert, with little or no assistance
- 2 - For activities you can teach, if a plan and some assistance are provided
- 3 - For activities in which you have some experience

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|---|--|
| <input type="checkbox"/> Arts and Crafts  | <input type="checkbox"/> Storytelling          |
| <input type="checkbox"/> Boating  | <input type="checkbox"/> Sports in General     |
| <input type="checkbox"/> Circus Skills  | <input type="checkbox"/> Archery               |
| <input type="checkbox"/> Computers  | <input type="checkbox"/> Baseball              |
| <input type="checkbox"/> Dance  | <input type="checkbox"/> Basketball            |
| <input type="checkbox"/> Digital Photography                                    | <input type="checkbox"/> Cheerleading          |
| <input type="checkbox"/> Drama  | <input type="checkbox"/> Gymnastics / Tumbling |
| <input type="checkbox"/> First Aid (only put a 1 if you are certified)          | <input type="checkbox"/> Martial Arts          |
| <input type="checkbox"/> Fishing  | <input type="checkbox"/> Roller Hockey         |
| <input type="checkbox"/> Fun with Food (interesting snacks that are then eaten) | <input type="checkbox"/> Soccer                |
| <input type="checkbox"/> Lifeguarding (only put 1 if you are certified)         | <input type="checkbox"/> Swimming              |
| <input type="checkbox"/> Music Class / Singing Games                            | <input type="checkbox"/> Tennis                |
| <input type="checkbox"/> Playing Piano (only put 1 if you can play by ear)      | <input type="checkbox"/> Volleyball            |
| <input type="checkbox"/> Playing Guitar (only put 1 if you can play by ear)     | <input type="checkbox"/> Video Production      |
| <input type="checkbox"/> Nature Class   | <input type="checkbox"/> Other _____           |
| <input type="checkbox"/> Preschool (working with 3 – 5 yr olds)                 |  |

**Camp runs from May 31, 2009 – August 8, 2009. Are you available to work these dates? \_\_\_\_\_**  
(all staff must be available for these dates)

**Position Applying for:**

- Counselor (21 to 25 year olds)
- Activities Assistant (19 and 20 year olds)

**Please briefly explain any experience you have in teaching or participating in any activities you marked with a 1 or a 2.**

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**APPLICANT ACKNOWLEDGEMENT**

- As an applicant for employment with Pine Tree Camps at Lynn University, I understand the following:
- I certify the foregoing statements are true and correct to the best of my knowledge and I grant Pine Tree Camps at Lynn University permission to verify all information.
  - Any misrepresentation, falsification of information, or significant omission may be cause for rejection of my application or for dismissal from employment if discovered after I am hired.
  - I understand that certain positions within Pine Tree Camps at Lynn University may require a background check, drug/alcohol screen and/or credit investigation and I authorize such as deemed necessary and release Pine Tree Camps at Lynn University of any liability associated with requesting or receiving information.
  - If employed by Pine Tree Camps at Lynn University, I will comply with all Standards and Practices of Pine Tree Camps at Lynn University. I understand that my employment is for an indefinite term and can be terminated at any time by either party for any reason, or no reason, with or without notice.

Signature of applicant \_\_\_\_\_ Date \_\_\_\_\_