



Enclosed is the application for employment with the Spokane Parks and Recreation please complete this form and send it to:

Adriano Eva – Sports & Facilities
Spokane Parks and Recreation
W. 808 Spokane Falls Blvd. 5th floor
Spokane, WA 99201.

When you return the completed forms, please enclose a current resume. Once all these documents are returned an interview can be arranged.

Thanks for taking the time and interest in applying with Spokane Parks and Recreation. If you have any questions please contact Adriano Eva at aeva@spokanecity.org or 509-625-6625.

APPLICATION FOR EMPLOYMENT

TO APPLICANT: We appreciate your interest in the Spokane Park and Recreation Department and assure you we are sincerely interested in your qualifications. A clear understanding of your background, experience, and work history will aid us in considering placement that best meets those qualifications. **Please complete this form and any supplemental application form(s) applicable to the position(s) you are applying for.** Qualified applicants receive consideration for employment without discrimination because of sex, marital status, race, color, religion, national origin, age, disability, or veteran status.

Applicant Requirements:

1. Submit completed application, **resume**. **All items must be submitted to be considered.**
2. Optional materials may include copies of transcripts or certificates as well as any other information you feel pertinent.
3. Once your file is complete, it will be retained for one year.
4. **Keep a copy** of your completed application and attachments as they will not be returned.
5. If you have other questions, please contact Adriano Eva at aeva@spokanecity.org or 509-625-6625

(PLEASE PRINT)

Name _____ Date _____
Address _____ City/ST/Zip _____
Permanent Address _____ City/ST/Zip _____
Phone _____

Do you meet the age requirements of this position (18 and older)? YES NO

EDUCATION

Name and Location of Schools Attended

	Circle Highest Grade Completed	Date of Graduation
(Grade) _____	1 2 3 4 5 6	_____
(Middle) _____	7 8	_____
(High) _____	9 10 11 12	_____
(College) _____	13 14 15 16	_____
Major _____		
Degree _____		

Other Schools Attended: _____

EMPLOYMENT

List all employment **beginning with the most recent.**

DATES: (Month/Year)		EMPLOYER	Description of Duties:
From:	To:	Name:	
Position:		Street/City/Zip:	
Reason For Leaving:		Telephone:	
		Supervisor:	

DATES: (Month/Year)		EMPLOYER	Description of Duties:
From:	To:	Name:	
Position:		Street/City/Zip:	
Reason For Leaving:		Telephone:	
		Supervisor:	

DATES: (Month/Year)		EMPLOYER	Description of Duties:
From:	To:	Name:	
Position:		Street/City/Zip:	
Reason For Leaving:		Telephone:	
		Supervisor:	

What other skills or qualifications do you have that would be an asset to the City?

Special Courses or training for this job?

Do you have a valid driver's license? _____ State: _____

Red Cross First Aid Card Expiration date: _____ CPR Card Expiration date: _____

Any moving citations/accidents last three years? _____

Have you ever been convicted of a felony violation in the last ten (10) years?

Yes _____ No _____

(Please explain)

(A conviction will not necessarily bar you from employment with the City).

Have you ever been employed by the City? _____ If so, when? _____
Where? _____

Availability: Full-time Part-time Temporary Summer

Date Available: _____ Hours Available: _____

Are you a U.S. Citizen or do you have a visa permitting you to work in the United States?

Name and relationship of any relatives employed by the City:

OATH OF APPLICATION

I hereby certify that I have read all of the above questions and statements and fully understand their intent and meaning. I further certify that all responses are true and correct to the best of my knowledge and belief.

I understand and agree that all statements in this application are subject to investigation and verification. I am aware that any false or dishonest answers to any questions on this application shall be grounds for dismissal if already appointed.

Applicant's Signature

Date