



Borough of West Chester Recreation Department Employment Application

401 East Gay Street, West Chester, PA 19380

Phone: 610-436-9010 Fax: 610-436-0009 parksandrecreation@west-chester.com

Name: _____ Date: _____
LAST FIRST M.I.

Permanent Address: _____
STREET CITY STATE ZIPCODE

Home Phone No.: _____ Cell Phone No.: _____ School Phone No.: _____

Email Address: _____ Social Security No.: _____

Position Desired: Junior Counselor (Under 18) Senior Counselor
 Head Counselor Supervisor Other: _____

Have you ever been employed by the Borough of West Chester before? NO YES
 If yes list: _____

Education	Name & Location of School	Years Completed	Diploma/Degree	Course of Study
High School				
College Undergraduate				
Professional Graduate				
Trade, Business, Military or Other				

List professional certifications, apprenticeships, specialized training, or foreign language skills:

Do you have relatives employed by the Borough of West Chester? NO, If Yes list: _____
Name Department

How did you learn about us? : _____

References: Give the names of 3 persons, not related to you that you have known at least a year.

Name	Address	Phone Number	Business	Relationship

Employment Experience: - Start with your present or last job. Include any job-related military service assignments and volunteer activities.

May we contact your present employer prior to interviewing you? YES NO

Employer Name/Address		Starting Date	Ending Date	Job Title:
		Starting Salary	Ending Salary	Job Duties:
Phone No.	Supervisor Name	Reason For Leaving		
Employer Name/Address		Starting Date	Ending Date	Job Title:
		Starting Salary	Ending Salary	Job Duties:
Phone No.	Supervisor Name	Reason For Leaving		
Employer Name/Address		Starting Date	Ending Date	Job Title:
		Starting Salary	Ending Salary	Job Duties:
Phone No.	Supervisor Name	Reason For Leaving		

If you are under 18 years of age, can you provide required proof of you eligibility to work? YES NO

Are you prevented from lawfully becoming employed in this Country because of Visa or Immigration Status?
 YES NO (proof of citizenship or immigration status will be required upon employment)

Do you have any physical or mental disability that may limit your performance in the job you are applying for?
 YES NO

If yes, what can be done to accommodate your limitation? _____

I understand that nothing contained in this application or granting of an interview is intended to create an employment contract between the Borough of West Chester and myself.

If an employment relationship is established, I understand and agree that my employment is for no definite period and may, regardless of the date of payment of my wages, be terminated at anytime without any previous notice.

I understand that, if accepted for employment, I must abide by the rules and policies of the Borough of West Chester and that I will be hired in a probationary status.

 Date Signature