

POSITION APPLIED FOR: _____ DATE: _____

Full Time Part Time Seasonal/Temporary

How did you learn of our organization? Print Ad Internet Ad Employment Agency Employee Referral _____

Wildwood Programs, Inc. does not base employment decisions on an individual's race, color, gender, sexual preference, religion, age, national origin, disability, veteran status or any other characteristic protected by federal, state or local law. In addition, Wildwood Programs, Inc. will endeavor to make a reasonable accommodation to enable applicants to participate in the hiring process and employees to perform the essential functions of their job. Please advise us if you need assistance completing this application, participating in the interview and selection process, or performing the essential functions of the job for which you are applying.

PERSONAL INFORMATION _____

Name _____ Soc.Sec.No. _____

Present Address _____ How Long at this Address _____

(Street, City, State, Zip)

Previous Address _____ Email _____

(Street, City, State, Zip)

Telephone: Work _____ Home _____ Cell _____ If none, number where you can be reached _____

Are you legally able to work in the United States? _____

Have you ever applied to Wildwood before? _____ Do you hold a current New York State Drivers License? _____

Would you be willing to transport students or other individuals in your own vehicle as needed? _____

If you are required to drive as a condition of employment, Wildwood will obtain a DMV abstract to verify your driving record.

Are you over the age of 18? _____

Have you ever been convicted of a crime or have criminal action pending in New York State or any other jurisdiction? If yes, please describe in full.

Please list any limitations you may have in being scheduled for an interview.

Please feel free to attach a resume in addition to filling out the following two pages.



RECORD OF EDUCATION

School	Name of School	Course of Study	(Circle)				Did you Graduate		List Diploma or Degree
			Last Year Completed				Yes	No	
High School:	_____	_____	<u> 1 </u>	<u> 2 </u>	<u> 3 </u>	<u> 4 </u>	Yes	No	_____
Address: _____									
*College Undergrad:	_____	_____	<u> 1 </u>	<u> 2 </u>	<u> 3 </u>	<u> 4 </u>	Yes	No	_____
Address: _____									
*College Grad:	_____	_____	<u> 1 </u>	<u> 2 </u>	<u> 3 </u>	<u> 4 </u>	Yes	No	_____
Address: _____									
Other:	_____	_____	_____	_____	_____	_____	Yes	No	_____
Address: _____									

**List only regionally accredited (R.A.) colleges, universities or institutions accepted by the State of New York.*

CERTIFICATIONS IF APPLICABLE

(New York State, Red Cross, OMRDD, etc.)

State, County	Type	Subject Field	Effective Date	Expiration Date
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

REFERENCES

Individuals listed below provide information on your character and/or qualifications for this position. Employment is contingent on favorable references. List two personal references (lines 1 & 2) and two professional references (lines 3 & 4).

Name	Position	Address	Phone	Office use only Date Contacted
(1) _____	_____	_____	_____	_____
(2) _____	_____	_____	_____	_____
(3) _____	_____	_____	_____	_____
(4) _____	_____	_____	_____	_____

EMPLOYMENT HISTORY

<p>Name and Address of Company/Agency and Type of Business</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>Telephone _____</p>	<p>From Mo. Yr. To Mo. Yr. Reason for Leaving Supervisor</p> <p>_____</p> <p>Position _____</p> <p>Describe the work you did:</p>
<p>Name and Address of Company/Agency and Type of Business</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>Telephone _____</p>	<p>From Mo. Yr. To Mo. Yr. Reason for Leaving Supervisor</p> <p>_____</p> <p>Position _____</p> <p>Describe the work you did:</p>
<p>Name and Address of Company/Agency and Type of Business</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>Telephone _____</p>	<p>From Mo. Yr. To Mo. Yr. Reason for Leaving Supervisor</p> <p>_____</p> <p>Position _____</p> <p>Describe the work you did:</p>
<p>Name and Address of Company/Agency and Type of Business</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>Telephone _____</p>	<p>From Mo. Yr. To Mo. Yr. Reason for Leaving Supervisor</p> <p>_____</p> <p>Position _____</p> <p>Describe the work you did:</p>

If there is a particular employer(s) you do not wish us to contact, please indicate which one(s).

Please read the following statements carefully, and acknowledge with your signature below.

I understand and agree that:

- 1) Any material misstatement or deliberate omission of a relevant fact by me in this application, a resume, and/or attachments will be sufficient cause for termination the consideration of my application or my subsequent employment.
- 2) Wildwood Programs, Inc. may procure or have prepared an investigative report to verify any information affecting my employment including but not limited to a criminal background check, a credit check and/or a driver's license check. In the event that information from the consumer report is issued in whole or in part in making an adverse decision with regard to your potential employment, before making the adverse decision, we will provide you with a copy of the consumer report and description in writing of your rights under the Fair Credit Reporting.
- 3) Policy manuals, employee handbooks, and statements of employee benefits are informational only and do not create an employment contract or alter my status as an at-will employee, and no employee or representative of Wildwood Programs, Inc. other than an officer of Wildwood Programs, Inc. has authority to enter into any agreement which alters my status as an at-will employee.
- 4) I authorize the institutions and individuals listed on this application to give Wildwood Programs any and all information they may have, personal or otherwise, concerning my previous character, and I release all parties from any liability that may result from furnishing such information to Wildwood Programs, Inc.
- 5) I, _____, pursuant to the Fair Credit Reporting Act, 15 U.S.C.A. 1681b(b)(2)(A), hereby authorize Wildwood Programs, Inc. and/or its representatives, to obtain written consumer reports bearing on my creditworthiness, credit standing, credit capacity, character, general reputation, personal characteristics, or mode of living in order to evaluate my opportunities for continued or prospective employment.

I understand that this information will remain confidential and will be utilized for employment purposes only.

Signature of Employee/Applicant _____

Date _____