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| **TOWN OF CHEEKTOWAGA**  **DEPARTMENT OF YOUTH & RECREATIONAL SERVICES** |

Personnel KF TP SD CW CG AM JP FILE

 

SUMMER APPLICATION FOR PART-TIME AND SEASONAL EMPLOYMENT

**\*Must be a Cheektowaga resident. PLEASE NOTE: This application cannot be submitted electronically**.

NAME: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Last Name First Middle Initial

ADDRESS: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

TELEPHONE: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_CELL PHONE: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ ZIP CODE: \_\_\_\_\_\_\_\_\_\_\_\_\_

Are you under age 18? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ If so, state your age \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Do you have a Social Security # Yes/No Do you have a work permit? \_\_\_\_\_\_\_\_\_\_\_\_

(PLEASE NOTE: IF ACCEPTED FOR EMPLOYMENT, you must have your social security number BEFORE you can be paid. If you are under

The age of 18, you must have a Work Permit, which can be obtained through your High School.)

Date available for work? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ E-mail Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Have you ever been employed by the Town of Cheektowaga, either on a part-time, seasonal or full-time basis (Yes or

No) \_\_\_\_\_\_\_\_\_\_\_. If yes, please state department(s) and years(s)

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

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Previous Employment: (list name of employer/address/job title)

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

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Are you currently employed? \_\_\_\_\_\_ please list where, your supervisor’s name and phone number.

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

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If yes, how many hours per week do you work? \_\_\_\_\_\_\_\_ Will it conflict with a job we may offer to you? \_\_\_\_\_\_\_\_\_\_\_\_\_\_

Have you ever been convicted of a crime? Yes\_\_\_\_\_ NO\_\_\_\_\_ If yes, please give details \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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

REFERENCES: (personal and/or professional-Please do not include family members)

Name Address Zip Code Phone #

1. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
2. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
3. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

EDUCATION: School Location

High School \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Graduation Year \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

College \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_ Degree\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Other: (Technical School, Special Training Course, i.e. First Aid, CPR, etc.) PLEASE ATTACH A COPY OF YOUR CERTIFICATION CARDS**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

Do you have a valid driver’s license? \_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

If yes, please list type of class and motorist I.D. # \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Please state whether you have any personal experience, training, special interests, hobbies, volunteer experience, or responsibilities

which, in your judgment, particularly fits you for this specific employment: (ex. Audio/visual experience, babysitting, school sport

teams, internships, computer skills, music abilities, etc.) The more you tell us about yourself, the better idea we’ll have about how your

talents/interests can best be utilized.

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

How many hours per week could you work (maximum 40)? \_\_\_\_\_\_\_\_\_\_\_\_

\*\* PLEASE NOTE: High school students not meeting the minimum work/volunteer experience criteria will be limited to

working 19 hours per week. All applicants will be subject to a background check.

FOR ALL POSITIONS YOU WILL BE EXPECTED TO ATTEND STAFF TRAINING (date determined by supervisors).

Additional training may be required, alternative dates and times to be announced. Will you require any days off from work

for vacations, graduations, college orientation, etc. that you are aware of at this time? If yes please list them:

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

BASKETBALL \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ SOFTBALL OFFICE PERSONNEL\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Shifts are typically between 2-6pm, 5-9p.m.

Position involves answering questions and calls regarding Softball, updating scores and standings,

SOCCER INSTRUCTOR \_\_\_\_\_\_\_\_\_\_\_\_ (evenings & weekends) communicating schedule changes with teams. Supervising daily Spring through Summer.

GYMNASTICS\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

PLAYGROUND ROTATION TEAMS: July 5th -August 12th -**You must be available to work the entire 6 weeks.**

Shifts are Monday thru Friday 9:30am-6:00pm. Some evening and weekend work may be required. If you are applying for a supervisor position, you must

have a clean driving record. This position is for outgoing and self-motivated individuals who like to work with children. You will be traveling to several locations throughout the day to provide 90 minutes of activities to all children in attendance.

Training dates will be announced.

ROTATION SUPERVISOR\_\_\_\_\_\_\_\_\_\_\_ (resume required) ROTATION ATTENDANT\_\_\_\_\_\_\_\_\_\_

SUMMER DAY CAMP STAFF (Camp Alexander, Camp Dartwood, Teen Camp)

(\*\* RESUME REQUIRED) camp dates: July 3 -August 11, 2023-Must Be Able to Work the Entire 6 Weeks. \_\_\_\_\_\_

A **six** week summer day camp program, working as a camp counselor supervising youth ages 4-12. There are

opportunities to work with youth with special needs. Monday-Friday, 8:00 a.m. - 5:00 p.m.\_\_\_\_\_\_\_\_\_\_\_

Day Camp Training Date-June 29, 2023

SPORTS CLINIC COACH\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ SPORTS CLINIC DIRECTOR \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Mornings & Afternoons (RESUME REQUIRED)

CONSERVATION CORPS\_\_\_\_\_\_\_\_\_

A summer work program dealing with construction and maintenance of nature trails, general landscaping and

beautification projects, in addition to participation in environmental education sessions.

CREW SUPERVISORS \_\_\_\_\_\_ (\*\*resume required) YOUTH PARTICIPANT\_\_\_\_\_\_\_ Program Director\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(Supervises a crew of Youth Participants) (16 to 18 years of age) (Resume Required)

RECREATION ATTENDANT (Issuing Resident Town Cards-Must be at least 16 year old) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ this position entails the employee verifying residency and taking the picture

POOL SUPERVISOR \_\_\_\_\_\_\_\_ HEAD LIFEGUARD­­\_\_\_\_\_\_\_\_

(\*\*Resume required, must have valid Lifeguard Training/First Aid & CPR/AED for the Professional Rescuer)

\*LIFEGUARD\_\_\_\_\_\_\_\_

Pool Preference: Town Park\_\_\_\_\_\_\_ Maryvale\_\_\_\_\_\_\_\_ Dingens\_\_\_\_\_\_\_\_

Work Shift: Town Park 9:30am-3pm\_\_\_\_\_\_ 2:30pm-8pm\_\_\_\_\_\_ Maryvale/Dingens 10:30am-6:30pm \_\_\_\_\_ (Times may be adjusted)

**WEEKEND HOURS 12:00PM-6:00PM ALL POOLS**

LIFEGUARD APPLICATIONS MUST PROVIDE A CURRENT COPY OF LIFEGUARD TRAINING/FIRST AID & CPR/AED

FOR PROFESSIONAL RESCUERS.**CERTIFICATIONS MUST BE ATTACHED TO APPLICATION PRIOR TO HIRING.**

**A LETTER OF PROOF IS NO LONGER ACCEPTABLE.**

**\*CPR/AED CERTIFICATION IS ONLY GOOD FOR ONE YEAR WHEN USED FOR LIFEGUARDING IN ERIE COUNTY.**

\*BATHHOUSE ATTENDANT\_\_\_\_\_\_\_

Pool Preference: Town Park\_\_\_\_\_\_\_ Maryvale\_\_\_\_\_\_\_\_ Dingens\_\_\_\_\_\_\_\_

Work Shift: Town Park 9:30am-3pm\_\_\_\_\_\_ 2:30pm-8pm\_\_\_\_\_\_ Maryvale/Dingens 10:30am-6:30pm \_\_\_\_\_ (Times may be adjusted)

**WEEKEND HOURS 12:00PM-6:00PM ALL POOLS**

**WEEKEND HOURS 12:00PM-6:00PM ALL POOLS**

\*YOU WILL BE EXPECTED TO WORK ON WEEKENDS, HOLIDAYS AND EVENINGS.

**\*\*IF THE POSITION THAT YOU ARE APPLYING FOR REQUIRES A RESUME, PLEASE ATTACH IT TO THIS APPLICATION.**

CERTIFICATION: I hereby acknowledge that all statements on this application are true, and authorize investigation

of the same. Please be advised that I will not be able to work for the Town of Cheektowaga beyond\_\_\_\_\_\_\_\_\_\_\_\_\_\_

SIGNATURE\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_DATE\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(Month and Date)

The best opportunities are available

to qualified applicants who apply prior to Friday, April 7th, 2023.

RETURN TO:

PERSONNEL DEPARTMENT

Cheektowaga Town Hall

3301 Broadway

Cheektowaga, NY 14227

The Town of Cheektowaga is an Equal Opportunity Employer. Discrimination because of age, sex, color, creed or religion is prohibited by law.