



THE STERLING RECREATION AUTHORITY

Is currently
Accepting Applications for Program
Counselors for its
Summer Recreation Program.

Applications will be in the Main Office
Monday thru Thursday 8:00 am to 4:00pm

or on Saturdays from 9:00 to 11:30 in the Recreation Office. If you
would like more information please contact the recreation office at
860-564-2136 or email at recdir@sterlingct.us. The last day
applications will be accepted is May 31, 2017.

This program will start July 5 thru August 4th, from 8:30 to 3:30
Monday - Friday

Application for Employment - Town of Sterling

Please Print

Position Applied for: _____ Date: _____

Name: _____

Address: _____

Telephone # _____ Cellular/other # _____ E-mail _____

How Did You Learn About Us?

Advertisement Employment Agency Friend Relative Walk-In Other _____

Type of Employment Desired: Full-Time Part Time Temporary Seasonal

Have you ever pleaded "guilty" or "no contest" to, or been convicted of a crime? Yes No

Conviction will not necessarily disqualify an applicant from employment.

If Yes, please explain:

Qualifications and Skills

Summarize any special qualifications, skills, special training, or certificates that may assist you in performing the position for which you are applying: _____

Computer Skills (include software titles and years of experience):

_____ Word Processing _____ Years: _____

_____ Spreadsheet _____ Years: _____

_____ E-mail _____ Years: _____

_____ Other _____ Years: _____

Educational Background

Starting with your most recent school attended, provide the following information:

School (include City & State) Years Completed Diploma/degree/certification

1. _____

2. _____

3. _____

References

List names and telephone numbers of three business/work/school references who are not related to you.

1. _____

2. _____

3. _____

Employment History

Starting with your most recent employer, provide the following employment, information (past 10 years). Use additional sheets of plain paper if you need more space.

Employer		Length of Service		Work Performed
Address				
Telephone Number(s)		Hourly Rate/Salary		
		Starting	Final	
Job Title	Supervisor			
Reason for Leaving				

Employer		Length of Service		Work Performed
Address				
Telephone Number(s)		Hourly Rate/Salary		
		Starting	Final	
Job Title	Supervisor			
Reason for Leaving				

Employer		Length of Service		Work Performed
Address				
Telephone Number(s)		Hourly Rate/Salary		
		Starting	Final	
Job Title	Supervisor			
Reason for Leaving				

I certify that all information I have provided is complete and correct.

I authorize, without reservation, the employer to contact and obtain information from all references (personal and professional), employers, public agencies, licensing authorities, and educational institutions and to verify the accuracy of all information provided by me in this application, resume, and/or job interview. I hereby waive any and all rights and claims I may have regarding the employer, its agents, employees or representatives, for seeking, gathering and using truthful and non-defamatory information, in a lawful manner, in the employment process and all other persons, corporations, or organizations for furnishing such information about me.

I understand that this employer does not unlawfully discriminate in employment and no question on this application is used for the purpose of limiting or eliminating any applicant from consideration for employment on any basis prohibited by applicable local, state or federal law.

I understand that if I am hired, I will be required to provide proof of identity and legal authorization to work in the United States and that federal immigration laws require me to complete an I-9 Form.

This Municipality does not tolerate unlawful discrimination in its employment practices. No question on this application is used for the purpose of limiting or excluding an applicant from consideration for employment on the basis of his or her sex, race, color, religion, national origin, citizenship, age, disability, or any other protected status. This Municipality takes all complaints of harassment seriously and all complaints will be investigated promptly and thoroughly.

I understand that any information provided by me that is found to be false, incomplete or misrepresented in any respect, will be sufficient cause to eliminate me from further consideration for employment or may result in my immediate discharge from the employer's service, whenever it is discovered.

Signature of Applicant: _____ Date: _____