

Town of Dartmouth Park Department

Application for Returning Staff

Last Name First Name Position

Street Number Street City State Zip Code

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Home Number Cell Number Date of Birth Social Security Number

In case of emergency, notify: _____

Name Work or Cell Number

The following are mandatory dates to keep in mind:

April 20, 2012 Application deadline May 31, 2012 Swim test for all Lifeguards
 Interview date to be announced if needed June 4, 2012 Orientation for all employees

NOTE: Previous employment with the Park Department does not guarantee you a position this season. Also, it is mandatory that all Lifeguards be available to work July 4 as well as the weekend following or prior to July 4, depending which is closer to the holiday.

As you know, we require advanced notification of any days off you will need between the start of the beach season to September 3, 2012 (Labor Day). The Park Board will allow a maximum of seven days. Anything greater than seven days you are responsible for shift coverage and subject to a written warning.

•Date you are available to start work:_____ • end work:_____

(The Beach Season runs from June 16 – September 3)

•If your last day is prior to Labor Day due to school, are you available to work the Labor Day weekend?
 Yes / No Please circle

Please list below the days off you request; include vacations, prior planned events, concerts, etc.

Please list below the days and times you are available to work during the week. We will try to fit your schedule to your availability, however we cannot accommodate all of your requests.

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY

Will you need CPR renewal for June employment? YES or NO

Lifeguards: Will you need re-certification for June employment? YES or NO

I understand that the following policies set forth by the Town of Dartmouth, which I have previously read and signed, are still in effect: Anti-Harassment, Sexual Harassment Policy and Complaint Procedure, Drug Free Workplace Policy and Employee Requirement Statement.

Signature: _____ Date: _____



Town of Dartmouth

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Park Department

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Timothy J. Lancaster, Superintendent

CORI REQUEST FORM

Dartmouth Park & Recreation Department has been certified by the Criminal History Systems Board for access to conviction and pending criminal case data. As an applicant/employee for the Town of Dartmouth, I understand that a criminal record check will be conducted for conviction and pending criminal case information only and that it will not necessarily disqualify me. The information below is correct to the best of my knowledge.

Applicant/Employee Signature

Last Name

First Name

Middle Name

Maiden Name or Alias (if applicable)

Place of Birth

Date of Birth: _____

Social Security Number: _____ - _____ - _____
(requested but not required)

Mother's Maiden Name: _____

Current and Former Addresses: _____

Sex: _____ Height: _____ Weight: _____ Eye Color: _____

State Driver's License Number: _____

*The information was verified with the following form of government issued photographic identification:

Requested by: _____
Signature of CORI Authorized Employee