

The YMCA of Southeast Ventura County
100 E. Thousand Oaks Blvd. Suite 295
Thousand Oaks, CA 91360
(805) 497-3081 Fax (805) 496-4860



YMCA
We build strong kids,
strong families, strong communities.

NAME _____

BRANCH _____

APPLICATION FOR EMPLOYMENT

To the applicant: We appreciate your interest in our organization and are sincerely interested in your qualifications. A clear understanding of your background and work history will aid us in placing you in the position that best meets your qualifications and gives you the greatest opportunities to advance.

PLEASE PRINT PLAINLY OR TYPE

Date _____

Name _____ Social Security No. _____
Last First Middle Initial

Present Address _____
No. and Street City State Zip Code

Telephone No. _____ How long have you lived at the address above? _____

Previous Address _____ How long did you live there? _____
No. and Street City State Zip Code

What Position(s) are you applying for? _____

Is the position you are applying for a paid position? volunteer position?

Would you work full-time? part-time? either? If part-time, specify the days and hours available. _____

Have you been convicted of a crime other than a misdemeanor or summary offense? Yes No

If yes, please explain in detail (attach additional sheet as necessary) _____

If you have worked for a YMCA before, please tell us where and when. _____

Do you have any relatives or friends working for us? _____
Please write down all of their first and last names

Are there any other experiences, skills or qualifications which you feel would especially fit you for work in the YMCA?

Which branch are you applying to? Conejo Valley Miller Simi Valley Triunfo Corporate Offices

Other branches where you would accept a similar position: Conejo Valley Miller Simi Valley Triunfo Corporate

**The Conejo Valley
YMCA**
Serving Thousand Oaks, and
Moorpark
4031 N. Moorpark Rd.
Thousand Oaks, CA 91360
Phone: (805) 523-7613
Fax: (805) 523-8831

**The Simi Valley Family
YMCA**
Serving Simi Valley
3200 Cochran Street
Simi Valley, CA 93065
Phone: (805) 583-5338
Fax: (805) 583-5476

**The Miller Family
YMCA**
Serving Newbury Park
320A Via Las Brisas
Thousand Oaks, CA 91320
Phone: (805) 523-7613
Fax: (805) 523-8831

The Triunfo YMCA
Serving Agoura Hills, Oak Park and
Westlake Village
31225 La Baya Dr. Ste. 106
Westlake Village, CA 91362
Phone: (818) 707-9622
Fax: (818) 706-0282

The YMCA of Southeast Ventura County, Application for Employment



SKILLS/ABILITIES

Can you type? Yes Words Per Minute? _____ Can you take dictation? Yes Words per minute? _____
 No No

Are you fluent in any languages other than English? (please list) _____

List any trades or vocational technical skills you have _____

List any business machines or job related tools you can operate _____

If the position you are applying for includes driving an Association vehicle, submit and attach a copy of your Motor Vehicle Driving Record (MVR) which is current within 30 days.

California Driver's License Number _____ Expiration Date _____



RECORD OF EDUCATION

SCHOOL	NAME AND LOCATION OF SCHOOL	COURSE OF STUDY	CHECK LAST YEAR COMPLETED				DID YOU GRADUATE?	LIST DIPLOMAS, DEGREES, OR CERTIFICATES
			1	2	3	4		
HIGH SCHOOL							<input type="radio"/> Yes	
							<input type="radio"/> No	
COLLEGE							<input type="radio"/> Yes	
							<input type="radio"/> No	
OTHER (specify)							<input type="radio"/> Yes	
							<input type="radio"/> No	

Please list any additional courses taken, certificates received, or special licenses _____



MILITARY SERVICE RECORD

Were you in the U.S. Armed Forces? Yes No If yes, what Branch _____

Length of Service _____ Rank at discharge _____

The YMCA of Southeast Ventura County, Application for Employment



WORK EXPERIENCE

List below all present and past employment, beginning with your most recent. **Please do not leave any blanks.**

COMPANY	Street Address		From (Mo/Yr)	To (Mo/Yr)
City	State	Telephone ()	Starting Salary	Final Salary
Type of Business	Name of Supervisor		Reason for Leaving	
Your Position and Duties				
COMPANY	Street Address		From (Mo/Yr)	To (Mo/Yr)
City	State	Telephone ()	Starting Salary	Final Salary
Type of Business	Name of Supervisor		Reason for Leaving	
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Your Position and Duties				

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VOLUNTEER SERVICE

List below all present and past volunteer service beginning with your most recent.

ORGANIZATION	Street Address		Length of Service
City	State	Telephone ()	Name of Supervisor
Type of Business			Reason for Leaving
Describe in detail the work you did			
ORGANIZATION	Street Address		Length of Service
City	State	Telephone ()	Name of Supervisor
Type of Business			Reason for Leaving
Describe in detail the work you did			



REFERENCES (Name at least two, preferably previous employers)

NAME AND OCCUPATION	ADDRESS	PHONE NUMBER

Statement of Applicant (please read before signing)

In the Southeast Ventura County YMCA's effort to attract the highest quality staff, I have been advised that as a part of the application process for employment with the Southeast Ventura County YMCA, an extensive inquiry will be made concerning my prior employment activities, character and health which may include a State criminal records check, driving records, consumer reports and substance abuse screening test. I fully consent to and authorize all such inquiries. I understand that my previous employers will be contacted and I hereby release and hold harmless representatives of those previous employers for any truthful statements that they may make about me.

I certify that all statements made by me on this application are true and complete to the best of my knowledge and that I have withheld nothing that would, if disclosed, affect this application unfavorably. I understand and agree that my misrepresentation or omission of facts would exclude my being considered for employment or, after employment, would be cause for termination of employment with the Southeast Ventura County YMCA.

I understand and agree that if I am employed, there is no contract period for employment and my employment would be solely an "employment at will" giving either me or the Southeast Ventura County YMCA the right to terminate my employment at any time without liability or obligation except for my regular pay through the date of termination.

I HEREBY ACKNOWLEDGE THAT I HAVE READ AND UNDERSTAND THE ABOVE STATEMENTS AND THAT I VOLUNTARILY SIGN THIS APPLICATION.

Signature of Applicant
6.611-Employment Application

Date