

Date _____

**CITY OF SPRING VALLEY
201 SOUTH BROADWAY
SPRING VALLEY, MN 55975
(507) 346-7367**

Position Applying For _____
(Please print clearly)

Last Name First Name MI Home Phone Work Phone

Street Address City State Zip

Permanent Address City State Zip

If you should move after applying for this position, please notify the City in writing immediately of your change of address and phone number.

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Are you 18 years of age or older?..... Yes _____ No _____

Are you legally eligible for employment in the U.S.?..... Yes _____ No _____

Do you have a valid MN drivers license?..... Yes _____ No _____

Do you need a special test accommodation?..... Yes _____ No _____

If yes, please contact the City Administrator.

Have you ever been convicted of a felony (conviction will not necessarily disqualify you for employment. However, conviction of a crime related to this position may result in your being rejected for this position)? _____ Yes _____ No

If yes, please explain _____

How did you hear about this position? _____

List office equipment and/or computer knowledge _____

Has any of your education or experience been under another name? _____ Yes _____ No

If yes, under what name? _____

What special qualifications do you have for this position? _____

** If you are applying for the position of Lifeguard/Pool Manager or Summer Recreation Manager/Recreation Aide, please include a photo copy of your certificates (ie: CPR, First Aid Training, Lifeguard Training and WSI.)

EMPLOYMENT RECORD

List your work history of your last three employers. Start with your PRESENT or MOST RECENT job.

Company Name _____ Supervisor's Name _____

Address _____

Dates employed: From _____ To: _____ Hours/week _____

Your Title _____

Reason for leaving _____

Beginning Salary: _____ Ending Salary: _____

Job Duties: _____

If you are currently working, may we contact your PRESENT employer about your work?
_____ Yes _____ No

=====
Company Name _____ Supervisor's Name _____

Address _____

Dates employed: From _____ To: _____ Hours/week _____

Your Title _____

Reason for leaving _____

Beginning Salary: _____ Ending Salary: _____

Job Duties: _____

If you are currently working, may we contact your PRESENT employer about your work?
_____ Yes _____ No

=====
Company Name _____ Supervisor's Name _____

Address _____

Dates employed: From _____ To: _____ Hours/week _____

Your Title _____

Reason for leaving _____

Beginning Salary: _____ Ending Salary: _____

Job Duties: _____

If you are currently working, may we contact your PRESENT employer about your work?
_____ Yes _____ No

=====

** If you need more space, use the last page of this application or attach additional sheets. Although you must fully complete this application, you may also include a job resume or other description of your work, volunteer, and personal experiences which are relevant to this position.*

EDUCATION

Circle the last grade of school completed: 5 6 7 8 9 10 11 12 GED

Did you graduate? _____ Yes _____ No

Name of last high school attended	City	State	ZIP
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Name and Location of College University, Technical, Professional Business, Correspondence, Trade or other school	Total # of credits earned	Cert. of Degree Yes/No	Major/Minor
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

REFERENCES: (Name, Address and Phone Number)

1. _____
2. _____
3. _____

City of Spring Valley Application
Summer Recreation Coach
Municipal Pool Lifeguard
Supplemental Application

Summer Recreation Coach Applicants:

What sports do you have experience with? _____

Is there any sports you would not feel comfortable coaching? _____

Would you have a problem coaching a traveling team? _____

Do you have any coaching experience? _____

Lifeguard Applicants:

Where did you receive your lifeguard training? _____

What chapter do you belong to? _____

What is your expiration date? _____

Do you have WSI Certification? _____ If yes, where was it received and
when does it expire? _____

Do you have CPR and First Aid Certification? _____
If yes, when does it expire? _____

Have you had previous lifeguarding or WSI experience? _____
Explain: _____

Please attach your WSI and/or lifeguarding certificate.