

**CITY OF LOWELL
RECREATION DEPARTMENT
APPLICATION FOR EMPLOYMENT**

**FILL OUT BOTH SIDES
USE PEN ONLY**

Positions Applied For:

(Number 1, 2, 3 in order of preference. This will help determine what you are most interested in doing for us.)

Summer / Winter Program Staff

Manager _____
 Coordinator _____
 Supervisor _____
 Staff _____

Aquatics Program Staff

Water Coordinator or Asst. _____	Pool Lifeguard Manager _____
WF Lifeguard Manager _____	Swim Lesson Instructor _____
Waterfront Lifeguard _____	Swim Lesson WSI Aid _____
	Pool Lifeguard _____

What are your special skills? (i.e. music, arts and crafts, sports, etc.) _____

Are you First Aid, CPR/AED or Aquatics Certified? If so, please list the valid certifications you have.

When do your certifications expire? Please note we need copies of all certifications at the interview.

PLEASE PRINT THE BELOW INFORMATION NEATLY AND CLEARLY IN PEN

NAME: _____
 (First) (Middle) (Last) (LEGAL NAME ONLY)

ADDRESS: _____ CITY/TOWN: _____ ZIP CODE: _____

TELEPHONE: _____ SOC. SEC. #: _____ RACE: _____
 (WRITE CLEARLY) (REQUIRED FOR AN INTERVIEW) (OPTIONAL)

BIRTH DATE: _____ M _____ F _____
 (CIRCLE ONE)

EARLIEST START DATE: _____ LAST DAY OF WORK: _____

WILL YOU HAVE A VEHICLE WITH YOU AT WORK, OR WILL YOU BE DROPPED OFF? _____

SCHOOL: _____ CURRENT GRADE: _____

LIST ANY SPORTS, CLUBS OR ORGANIZATIONS YOU HAVE EVER BELONGED TO: _____

HAVE YOU EVER WORKED FOR THE RECREATION DEPARTMENT BEFORE? _____ YES _____ NO
 (CIRCLE ONE)

IF SO, WHEN AND WHERE? _____

WHAT DO YOU FEEL YOU HAVE TO OFFER THE RECREATION DEPARTMENT? _____

Emergency Contact Info

Name	Relationship	Phone	Address
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- 1.) Is your contact the same from previous years of employment, i.e. phone and address? YES NO N/A
- 2.) Do you have any upcoming conflicts that will keep you from working scheduled hours, for instance sports, vacation, second jobs, or other commitments? Specific Details Required. _____

- 3.) What is an acceptable reason to miss work? _____
- 4.) What size shirt do you prefer? _____
- 5.) Do you understand the need for rules, and will you follow the rules that are set up for employees? YES NO

Recreation Position Information

Manager, Coordinator, and Supervisor positions require CPR/AED for the Professional Rescuer or the equivalent and a First Aid certification. Failure to obtain one prior to work will result in termination or demotion. A valid American Red Cross card, or proof of enrollment in a class must be provided by the applicant at the time of interview in order to be hired for such positions.

Aquatics Position Information

All Aquatics positions require certifications. Failure to obtain certifications prior to work will result in termination or demotion. A valid American Red Cross card, or proof of enrollment in a class must be provided by the applicant at the time of interview in order to be hired for such positions.

Position

Lifeguard	American Red Cross Lifeguard class or equivalent
Waterfront Lifeguard	American Red Cross Lifeguard class or equivalent, plus Waterfront Lifeguard Certification
Pool Lifeguard Manager	All Lifeguard Certifications plus a Lifeguard Manager Class
Waterfront Lifeguard Manager	All Waterfront Lifeguard Certifications, plus a Lifeguard Manager Class
WSI Aide	All Lifeguard or Waterfront Certifications plus a WSI Aide Certification
Water Safety Instructor (WSI)	All Lifeguard or Waterfront Certifications plus a WSI Certification
Coordinator	All of the above Certifications. Lifeguard Instructors and IT preferred.

FAILURE TO FOLLOW ANY OF THE ABOVE MAY RESULT IN DISCIPLINARY ACTION OR TERMINATION. DIRECT DEPOSIT IS REQUIRED. FAILURE TO HAVE DIRECT DEPOSIT MAY RESULT IN TERMINATION OR NOT BEING REHIRED FOR FUTURE WORK.

QUESTIONS FOR US: _____

PRINT YOUR NAME: _____

SIGNATURE: _____

Please return the application to the following location:

Lowell Recreation Office 107 Merrimack St. 4th Floor Lowell, MA 01852 978-674-4175