



**OCONTO PARKS, RECREATION & FORESTRY DEPT.**  
**APPLICATION FOR EMPLOYMENT**  
 1210 Main Street - Oconto, Wisconsin 54153  
 (920) 834-7706

**We consider applicants for all positions without regard to race, color, religion, sex, national origin, age, marital status, the presence of a non-job related medical condition or handicap, or any other legally protected status.**

**PLEASE PRINT OR TYPE ALL INFORMATION**

**\*\*USE ADDITIONAL PAGES IF NECESSARY**

Last Name:	First Name:	Middle Name:
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Application for Position of: Second Choice:	Date Available:
Present Address - Number, Street, City, State, Zip Code:	Home Phone (Include Area Code):
Mailing Address (if different from above) - Number, Street, City, State, Zip Code:	Business Phone (Include Area Code):

1. Are you over age 18? \_\_\_ Yes \_\_\_ No
2. Are you a U.S. citizen, or do you have an entry permit which allows you to work? \_\_\_ Yes \_\_\_ No
3. Have you ever been employed by the City of Oconto? \_\_\_ Yes \_\_\_ No  
 If yes, when, in what position, and in what department: \_\_\_\_\_
4. Do you have a valid Driver's License? \_\_\_ Yes \_\_\_ No
5. Do you have a valid Commercial Driver's License? \_\_\_ Yes \_\_\_ No  
 Driver's License Number: \_\_\_\_\_  
 Type: \_\_\_\_\_
6. May we conduct a background check? \_\_\_ Yes \_\_\_ No

**EDUCATION AND TRAINING**

Circle the highest grade or year completed in school: 1 2 3 4 5 6 7 8 9 10 11 12	Do you have a high school diploma or a GED equivalency? ___Yes ___No	Name & Location of High School:				
Training beyond high school (College, Nursing, Business College or other schools you have attended) Under credits earned, indicate Q for Quarter Hours or S for Semester Hours.		Circle the number of years in College: 1 2 3 4 5 6 7 8				
College, University or School and Location	Name	Dates Attended	Credits Earned	Major / Field	GPA/ Base	Degree (and year conferred)
		From To				

Describe any education or training you have had which is not covered above (such as vocational school, correspondence courses, service schools, in-service training or volunteer work) that you feel is relevant to the job or jobs for which you are applying. Also include relevant licenses or certificates. Be specific.

## WORK EXPERIENCE

Provide a complete description. This information will be used to determine if your application is accepted.

BE SPECIFIC. Start with your most recent job. BE SURE TO INCLUDE SERVICE IN THE ARMED FORCES. For part-time work, show the average number of hours per month, indicate any changes in job title under the same employer. You may also attach a Work Application Supplement (SET-S012) with additional information.

Employer:	Kind of Business:	Street Address:
Your Title:	Reason for Leaving:	City, State, Zip Code:
Your Duties:	Name of Supervisor:	
	Total Time Employed: (Month & Year)	
	From:	Full-Time ____
	To:	Part-Time ____
Check One:		
____ Monthly Salary		Beginning \$ _____
____ Hourly Salary		Ending \$ _____
Employer:	Kind of Business:	Street Address:
Your Title:	Reason for Leaving:	City, State, Zip Code:
Your Duties:	Name of Supervisor:	
	Total Time Employed: (Month & Year)	
	From:	Full-Time ____
	To:	Part-Time ____
Check One:		
____ Monthly Salary		Beginning \$ _____
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Employer:	Kind of Business:	Street Address:
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Your Duties:	Name of Supervisor:	
	Total Time Employed: (Month & Year)	
	From:	Full-Time ____
	To:	Part-Time ____
Check One:		
____ Monthly Salary		Beginning \$ _____
____ Hourly Salary		Ending \$ _____

May we communicate with your present employer? \_\_\_ Yes \_\_\_ No

May we communicate with your past employer(s)? \_\_\_ Yes \_\_\_ No

## REFERENCES

1)	Name	Address	Phone Number
2)	Name	Address	Phone Number
3)	Name	Address	Phone Number

## TRAINING AND EXPERIENCE

Place a "3" in front of the activities that you can teach and/or officiate.

Place a "2" in front of the activities in which you have organized and directed or supervised.

Place a "3" in front of the activities in which you have taken part.

### RECREATION ACTIVITIES

- Aerobics/Fitness
- Arts & Crafts
- Baseball
- Basketball
- Camping
- Disc Golf
- Football
- Golf
- Gymnastics
- Hockey
- Ice Skating
- Leagues/Tournaments
- Low Organized Games
- Playground Program
- Soccer
- Softball
- Tennis
- Tae Kwon Do/Karate
- Volleyball
- Special Events
- Other \_\_\_\_\_

### DANCING

- Ballet
- Jazz
- Tap
- Pom Pon/Hip Hop
- Ballroom

### PARK MAINTENANCE, FORESTRY & HARBOR

Place a "T" where you have training and an "E" where you have experience in the following:

- Operating a lawn mower
- Operating a weed eater
- Tractors
- Operating a chain saw
- Driving a stick shift
- Driving a truck larger than a pickup
- Turf
- Tree maintenance
- Athletic field maintenance
- Planting flowers/trees/shrubs
- Pruning trees or shrubs
- Reading plans
- Painting
- Fertilizer/Chemicals
- Janitorial
- Other \_\_\_\_\_

### AQUATICS

Place a "T" where you have training and an "E" where you have experience in the following:

- Swimming
- Lifeguarding
- Teaching swimming lessons
- Pool chemicals
- Pool maintenance
- Other \_\_\_\_\_

**IMPORTANT: Applications will be kept active through the current employment season.**

**Seasons are identified as Spring/Summer and Fall/Winter.**

I certify that all statements on my application materials are true to the best of my knowledge. I understand that misrepresentation or material omission made by me on this application will be sufficient cause for cancellation of this application or immediate discharge from the employer's service.

I give the employer the right to contact and obtain information from all references, employers, educational institutions and to otherwise verify the accuracy of the information contained in this application. I hereby release from liability the employer and its representatives for seeking, gathering and using such information and all other persons, corporations or organizations for furnishing such information.

I understand and agree that if employed, the employment will be "at will". That is, either I or the City of Oconto may end the employment relationship at any time, for any reason, or for no reason. I understand that receipt of this application by the City of Oconto does not imply employment and that this application and/or any other city documents are not contracts of employment.

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Applicant's Signature

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Date