

**TOWN OF GLASTONBURY
PARKS AND RECREATION DEPARTMENT**

APPLICATIONS FOR 2017 APRIL VACATION TEMPORARY LABORER ARE BEING ACCEPTED:

The Parks and Recreation Department is hiring temporary workers to edge, weed, and mulch landscape beds during spring break from Monday, April 10th through Thursday, April 13th. You must be at least 15 years old and able to work from 7:30 a.m.-3:00 p.m. No driver's license is needed. Day will begin and end at Smith Middle School and work will be outdoors in all kinds of weather. Temperatures can range from very cold in the morning to very warm in the afternoon and dress should be in layers to adjust to conditions. Work clothes and work shoes (no sneakers) are needed; dress should be appropriate and neat, but suitable for getting dirty, wet and muddy. The work is physical and requires bending, lifting, and raking. Lunch will be one half hour on site – be prepared accordingly. It is not necessary to be available for all 4 days, though preference will be given to those who are. Pay rate is \$10.10/hr. **Applicants are encouraged to submit an application as soon as possible - open until filled.**

1. Thoroughly complete the application. Due to the volume of applications received with respect to the limited number of positions available, you are encouraged to be as thorough as possible.
2. Each individual who meets the minimum requirements will **not** necessarily receive an interview. **The information provided in the application will help to determine who receives a personal interview.**
3. You are encouraged to attach additional sheets detailing previous experience, special skills, or any other information that may pertain to the job you are applying for.

Submitting your Application

By Mail:

Glastonbury Parks and Recreation Department
2155 Main Street
Glastonbury, CT 06033

In Person:

Glastonbury Parks and Recreation Department
2143 Main Street
Glastonbury, CT 06033

Via E-Mail: E-Mail to recreation@glastonbury-ct.gov as an attachment with the Subject "April Vacation Temporary Laborer"

**TOWN OF GLASTONBURY
SEASONAL AND PART-TIME EMPLOYMENT APPLICATION**

INSTRUCTIONS: PLEASE TYPE OR PRINT CLEARLY

Application for the position (s) of: A. _____ B. _____

NAME: _____

ADDRESS: _____

HOME PHONE _____ CELL PHONE _____ E-MAIL _____

Do you have a valid driver's license? Yes No What Class? _____

Highest level of education completed: _____

Name of School: _____ Location: _____

DATES AND HOURS AVAILABLE FOR WORK: (Indicate dates and check appropriate spaces)

I am available for: Full-time Employment Part-time Employment

	From (Day/Month)	To (Day/Month)					
Spring	_____	_____	<input type="checkbox"/> Days	<input type="checkbox"/> Afternoons	<input type="checkbox"/> Nights	<input type="checkbox"/> Weekends	
Summer	_____	_____	<input type="checkbox"/> Days	<input type="checkbox"/> Afternoons	<input type="checkbox"/> Nights	<input type="checkbox"/> Weekends	
Fall	_____	_____	<input type="checkbox"/> Days	<input type="checkbox"/> Afternoons	<input type="checkbox"/> Nights	<input type="checkbox"/> Weekends	
Winter	_____	_____	<input type="checkbox"/> Days	<input type="checkbox"/> Afternoons	<input type="checkbox"/> Nights	<input type="checkbox"/> Weekends	

CERTIFICATION: (Check applicable information)

<input type="checkbox"/> Lifeguard Training	Expiration Date _____	Certifying Agency _____	<input type="checkbox"/> WSI	Expiration Date _____	Certifying Agency _____
<input type="checkbox"/> First Aid	_____	_____	<input type="checkbox"/> BLS-CPR	_____	_____
<input type="checkbox"/> Other (Specify)	_____	_____	<input type="checkbox"/> Other CPR	_____	_____

REMARKS: Use this space for any additional information which would be of value for the job for which you are applying. _____

EMPLOYMENT RECORD: (List your most recent first)

1. Employer: _____ Position: _____
Address: _____ Salary: _____
Dates of Employment: From _____ To _____ Full-Time Part-Time
Brief Description of Duties: _____

Reason for Leaving: _____

2. Employer: _____ Position: _____
Address: _____ Salary: _____
Dates of Employment: From _____ To _____ Full-Time Part-Time
Brief Description of Duties: _____

Reason for Leaving: _____

REFERENCES: Please give the name, relationship and phone numbers of two people who are familiar with your work (teachers, people for whom you baby-sit, neighbor, former employer, etc.).

1. Name: _____ Phone Number: _____
Relationship: _____
2. Name: _____ Phone Number: _____
Relationship: _____

CERTIFICATION:

I certify that there are no misrepresentations, omissions or falsifications in the foregoing statements and answers, and that the entries above made by me are true, complete and correct to the best of my knowledge and belief. Any misrepresentation, omission or falsification may be grounds for dismissal.

In the event that I am employed by this town, I agree to comply with all of its orders, rules, and regulations. The Town of Glastonbury makes no guarantee of continued employment. Only the Town Council and Town Manager may enter into an employment contract and then, only in a written agreement signed by all parties.

Failure to follow directions and complete all sections of this application is grounds for immediate dismissal from the recruitment process.

Signature of Applicant

Date

Please indicate where you learned about this position:

Newspaper (Name) _____
 Professional Association (Name) _____

Website (Name) _____
 Other _____