

Personal Email: _____



BOYS & GIRLS CLUB
OF THE SMOKY MOUNTAINS

EMPLOYMENT APPLICATION
Equal Opportunity Employer
(Revised 12/2020)

GENERAL INFORMATION:

Name (print) _____
First Middle Last

Present Address: _____

City: _____ State: _____ Zip Code: _____

Previous Address if not at present address for three years: _____

Are you over the age of 18? _____ Social Security # _____ Phone # _____

Emergency Contact Name: _____ Phone # _____
First Last

EDUCATION:

School	Name and Location	Major	From	To	Degree Received
High School					
College					
Technical School					

Volunteer Experience working with youth: If yes please explain:

Past experience with another Boys & Girls Club Organization? Yes _____ No _____

If Yes, please list organization's name: _____

Organization's Contact you reported: _____

**On the back of this page write a brief explanation of why you want to work with the Boys & Girls Club:
Background Information:**

Do you have a valid Tennessee Drivers License? Yes _____ No _____ If No describe on back of page

Have you ever been arrested or convicted of a crime? Yes _____ No _____ If Yes describe on back of page

Are there any days or times you are not available to work? Yes _____ No _____ If Yes describe on back of page

If hired will you get your license to drive a bus at club expense? Yes _____ No _____ If No describe on back of page

Previous Employment: Please start by listing your most recent or present employer and work back.

Previous Employment: _____ **Title:** _____

Company Phone # _____ **Address:** _____

City: _____ **State:** _____ **Zip:** _____

Supervisors Name: _____ **Date Started:** _____ **Date Left:** _____

Reason for Leaving? _____

Previous Employment: _____ **Title:** _____

Company Phone # _____ **Address:** _____

City: _____ **State:** _____ **Zip:** _____

Supervisors Name: _____ **Date Started:** _____ **Date Left:** _____

Reason for Leaving? _____

Previous Employment: _____ **Title:** _____

Company Phone # _____ **Address:** _____

City: _____ **State:** _____ **Zip:** _____

Supervisors Name: _____ **Date Started:** _____ **Date Left:** _____

Reason for Leaving? _____

Have you received any special training such as first aid/CPR, art classes, computer training, etc? Please list:

Professional Societies, Associations, Awards, Publications: _____

Professional References: List three **professional** references that can verify information regarding your character, general reputation, and professional abilities.

Name of Reference	Phone	Alternative Phone	Relationship to Applicant

Verifications:

I have received, read, and had an opportunity to discuss with a supervisor the “Summary of Child Care Requirements” and the information sheet on Cytomegalovirus.

Applicant’s Signature: _____

Date: _____

Applicant Waiver:

I am applying for employment with the Boys & Girls Club of the Smoky Mountains. By signing this waiver, I am agreeing to the release of any and all of my criminal history, including any juvenile history that may be in TBI and FBI criminal databases, to the aforementioned agency.

Applicant’s Signature: _____

Date: _____

For Office Use Only:

Name of Reference or Employer	Eligible for Rehire? Yes/No	Date Verified	Name of the staff member giving the reference	Position at Employer

Verification:

I have verified at least three professional references including past employers, past Boys & Girls Club employment or volunteering, and/or professional references.

Supervisor’s Signature: _____

Date: _____