



# Wildlands Conservancy

## Application for Seasonal Employment

Position Desired: \_\_\_\_\_

Candidate's Name: \_\_\_\_\_ Date: \_\_\_\_\_

Address/City/State/Zip \_\_\_\_\_

Telephone Number: \_\_\_\_\_ Best time to call: \_\_\_\_\_

Email: \_\_\_\_\_ Social Security Number \_\_\_\_\_

Are you at least 17 years of age? ____ Yes ____ No	Are you a U.S. Citizen or legally authorized to work in the U.S.? ____ Yes ____ No	Have you applied for employment at Wildlands Conservancy before? ____ Yes ____ No
Have you previously been employed by Wildlands Conservancy? ____ Yes ____ No	If yes, enter date(s) employed. _____	Where did you hear about this job?

### EDUCATION

**High School:** \_\_\_\_\_ **College/University:** \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_

Grade Completed: \_\_\_\_\_ Number of Years Completed: \_\_\_\_\_

H.S. Diploma or Equivalency: \_\_\_\_\_ Major: \_\_\_\_\_

\_\_\_\_ Yes \_\_\_\_ No Degree Earned: \_\_\_\_\_

**Other Training or Degrees Earned:** \_\_\_\_\_

School: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_

Course: \_\_\_\_\_ Degree or Certificate Earned: \_\_\_\_\_

Other Certifications: \_\_\_\_\_

### EMPLOYMENT

Please list all work experience, starting with your present or most recent position:

**Employer 1:** (most recent) \_\_\_\_\_

Dates employed (mm/yy) from \_\_\_\_/\_\_\_\_/\_\_\_\_ to \_\_\_\_/\_\_\_\_/\_\_\_\_

Address: \_\_\_\_\_

Job Title: \_\_\_\_\_ Description of Job Duties: \_\_\_\_\_

Supervisor: \_\_\_\_\_ Phone: (     ) \_\_\_\_\_  
 Reason for leaving or seeking employment: \_\_\_\_\_

**Employer 2:** \_\_\_\_\_  
 Dates employed (mm/yy) from \_\_\_\_ / \_\_\_\_ to \_\_\_\_ / \_\_\_\_  
 Address: \_\_\_\_\_  
 Job Title: \_\_\_\_\_ Description of Job Duties: \_\_\_\_\_

Supervisor: \_\_\_\_\_ Phone: (     ) \_\_\_\_\_  
 Reason for leaving or seeking employment: \_\_\_\_\_

**Employer 3:** \_\_\_\_\_  
 Dates employed (mm/yy) from \_\_\_\_ / \_\_\_\_ to \_\_\_\_ / \_\_\_\_  
 Address: \_\_\_\_\_  
 Job Title: \_\_\_\_\_ Description of Job Duties: \_\_\_\_\_

Supervisor: \_\_\_\_\_ Phone: (     ) \_\_\_\_\_  
 Reason for leaving or seeking employment: \_\_\_\_\_

**SKILLS/QUALIFICATIONS**

Do you possess a valid driver's license? ____ Yes ____ No If yes, what state: ____	Do you have a valid PA Criminal Record Clearance Certificate ? ____ Yes ____ No	If No, are you willing to apply for a PA Criminal Record Clearance? ____ Yes ____ No
Do you have a valid PA Child Abuse Clearance Certificate? ____ Yes ____ No	If No, are you willing to apply for a PA Child Abuse Clearance? ____ Yes ____ No	Do you have a valid FBI Clearance Certificate? ____ Yes ____ No
If No, are you willing to apply for a FBI Clearance? ____ Yes ____ No		

Describe any special training or acquired skills which you feel would qualify you for this position:

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When are you available to start?

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What hours are you available to work?

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**REFERENCES**

May we contact your present employer for a reference? Yes                  No	May we contact your previous employer for a reference? Yes                  No
Have you ever been involuntarily discharged or fired? _____ Yes    _____ No	If yes, please explain:

**Give at least three references, two of whom are familiar with your work record.**

Name: \_\_\_\_\_ Occupation: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 Phone: (    ) \_\_\_\_\_ Years Acquainted: \_\_\_\_\_  
 Describe Relationship: \_\_\_\_\_

Name: \_\_\_\_\_ Occupation: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 Phone: (    ) \_\_\_\_\_ Years Acquainted: \_\_\_\_\_  
 Describe Relationship: \_\_\_\_\_

Name: \_\_\_\_\_ Occupation: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 Phone: (    ) \_\_\_\_\_ Years Acquainted: \_\_\_\_\_  
 Describe Relationship: \_\_\_\_\_

Have you ever been convicted of a felony? Yes                  No	If yes, please explain:
Have you ever been convicted of a crime against a child? Yes                  No	If yes, please explain:

I hereby verify that the information provided on this application is true and complete to the best of my knowledge and agree that falsified information or significant omissions may disqualify me from further consideration for employment and may be considered justification for dismissal if discovered at a later date. In addition, if accepted for employment, I hereby agree to abide by all the rules, regulations and policies of my employer and understand that Wildlands Conservancy reserves the right to terminate employment if my performance is unsatisfactory.

I authorize all persons, schools, employers, law enforcement agencies and other organizations to provide the Wildlands Conservancy with any relevant information that may be required to arrive at my employment decision.

I understand that if appointed, this application will become part of my permanent file.

Applicant's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

***Diversity, Equity, and Inclusion – It is our Nature***

*Our employees' and board of directors' differences in age, color, disability, ethnicity, family or marital status, gender identity, language, national origin, physical and mental ability, race, religion, sexual orientation, socioeconomic status, veteran status, and other characteristics is what makes us unique. We welcome and invite people to be who they are.*

***Wildlands Conservancy is an Equal Opportunity /Affirmative Action employer who considers qualified applicants for all positions without regard to race, color, religion, sex, national origin, citizenship, ancestry, age, physical or mental disability, status as a disabled, Vietnam era veteran, or any other protected characteristic.***

