



# COURTS PLUS FITNESS CENTER/FARGO PARK DISTRICT APPLICATION FOR EMPLOYMENT

Courts Plus Fitness Center/Fargo Park District will request a background check on all individuals who are offered employment by Courts Plus Fitness Center/the Park District. The Fair Credit Reporting Act (1971) requires that we inform you that a background investigation may be conducted as part of our employment screening and selection process. This may include an inquiry to obtain information regarding your character, criminal history, general reputation, personal characteristics, credit report and mode of living. The main objective of this investigation is to verify information you provide on your application or during the interview process. If a report is made, you have the right to request details of the report from the consumer reporting agency. The Park District's background check policy can be viewed on our website at [www.fargoparks.com](http://www.fargoparks.com)

◆ PLEASE PRINT ◆ MUST COMPLETE APPLICATION IN FULL

<b>Position(s) for which you are applying for:</b>	<input type="checkbox"/> Full-Time <input type="checkbox"/> Part-Time <input type="checkbox"/> Seasonal
1. _____	
2. _____	
3. _____	

### PART I - PERSONAL

Name \_\_\_\_\_ Are you 18 years or older? YES NO    Are you eligible to work in U.S.? YES NO

Address \_\_\_\_\_ City, State \_\_\_\_\_ Zip \_\_\_\_\_

Daytime Phone (    ) \_\_\_\_\_ Evening Phone (    ) \_\_\_\_\_ E-Mail \_\_\_\_\_

Have you worked for us before? YES NO    When? \_\_\_\_\_ Position Held? \_\_\_\_\_

### PART II - EDUCATIONAL PREPARATION: (High School, College/Trade School)

<u>Name of School, City, State</u>	<u>Course of Study</u>	<u>Degree/Certificate/License</u>	<u>Years Completed</u>
1. _____	_____	_____	_____
2. _____	_____	_____	_____
3. _____	_____	_____	_____

### PART III - WORK EXPERIENCE: (List last two jobs held, including your current one)

Company \_\_\_\_\_ Phone (    ) \_\_\_\_\_ Job Title \_\_\_\_\_

May we Contact Supervisor? YES NO    Supervisor's Name: \_\_\_\_\_

Reason for leaving \_\_\_\_\_

Briefly describe work performed: \_\_\_\_\_

Company \_\_\_\_\_ Phone (    ) \_\_\_\_\_ Job Title \_\_\_\_\_

May we Contact Supervisor? YES NO    Supervisor's Name: \_\_\_\_\_

Reason for leaving \_\_\_\_\_

Briefly describe work performed: \_\_\_\_\_

### PART IV - EQUIPMENT/MACHINES OPERATED:

\_\_\_\_\_

\_\_\_\_\_

**PART V - OTHER EXPERIENCE/TRAINING, LICENSES/CERTIFICATES:** List any special qualifications relevant to the position for which you are applying that are not covered elsewhere in this application (such as technical skills and/or computer, childcare training, CPR, First Aid, WSI, Lifeguard Certification etc.) For licenses and certificates, you must include date and place of issuance, date of expiration and be able to present a copy of certification, if hired.

\_\_\_\_\_

\_\_\_\_\_

**PART VI - REFERENCES:** (individuals who are not related to you and are not previous employers)

Name \_\_\_\_\_ Phone (\_\_\_\_\_) \_\_\_\_\_ Relationship \_\_\_\_\_  
 Address \_\_\_\_\_ City, State \_\_\_\_\_ Zip \_\_\_\_\_  
 Name \_\_\_\_\_ Phone (\_\_\_\_\_) \_\_\_\_\_ Relationship \_\_\_\_\_  
 Address \_\_\_\_\_ City, State \_\_\_\_\_ Zip \_\_\_\_\_

**PART VII - GENERAL INFORMATION:**

If hired, when could you start here? \_\_\_\_\_ Are you available to work on weekends/holidays? \_\_\_\_\_  
 Salary or wage expected: \$ \_\_\_\_\_ (Use formats: \$10.00/hr OR \$1,000/mo)

Hours available:

	Mon	Tue	Wed	Thu	Fri	Sat	Sun
From:							
To:							

*(Please indicate the days of the week, and hours on those days, that you are available to work. For example, if you can work from 9 a.m. to 3 p.m. on Mondays, you would enter "9 a.m." in the "From" box in the "Monday" column, and enter "3 p.m." in the "To" box in the "Monday" column. Enter "n/a" in the "From" and "To" boxes underneath any days that you would not be available to work.)*

Are/Were you in Armed Forces? \_\_\_\_\_ If yes, what branch? \_\_\_\_\_

Driver's License? YES NO

Have you been convicted of or pleaded no contest to a felony within the last five years? YES NO

If yes, answer the following: State Charged: \_\_\_\_\_ County where charged: \_\_\_\_\_

Charge took place in : \_\_\_\_\_ FEDERAL COURT \_\_\_\_\_ STATE COURT Explain: \_\_\_\_\_

Have you ever been convicted of or pleaded no contest to any offense involving a crime against a child including, but not limited to, the sexual molestation physical or sexual abuse, or rape of a child? YES NO

If yes, answer the following: State Charged: \_\_\_\_\_ County where charged: \_\_\_\_\_

Charge took place in : \_\_\_\_\_ FEDERAL COURT \_\_\_\_\_ STATE COURT Explain: \_\_\_\_\_

*(Conviction of a crime is not an automatic disqualification to employment. The Park District will consider the nature of the offense, the date of offense and the relationship between the offense and the position for which you are applying.)*

**PART VIII - AUTHORIZATION:**

I CERTIFY THAT ALL FACTS CONTAINED IN THIS APPLICATION ARE TRUE AND COMPLETE TO THE BEST OF MY KNOWLEDGE AND UNDERSTAND AND AGREE THAT ANY MISSTATEMENT WILL BE GROUNDS FOR DISQUALIFICATION OR DISMISSAL FROM EMPLOYMENT BY COURTS PLUS FITNESS CENTER/FARGO PARK DISTRICT.

I AUTHORIZE INVESTIGATION OF ALL STATEMENTS CONTAINED HEREIN AND THE REFERENCES AND EMPLOYERS LISTED TO GIVE YOU ANY AND ALL INFORMATION CONCERNING MY PREVIOUS EMPLOYMENT AND ANY PERTINENT INFORMATION THEY MAY HAVE, PERSONAL OR OTHERWISE, TO INCLUDE A BACKGROUND CHECK INTO FELONY CONVICTIONS AND CHILD NEGLECT OR ABUSE AND RELEASE COURTS PLUS FITNESS CENTER/FARGO PARK DISTRICT OF ANY LIABILITY AND ANY DAMAGE THAT MAY RESULT FROM UTILIZATION OF SUCH INFORMATION.

I UNDERSTAND BY PROVIDING INFORMATION ON THIS APPLICATION THAT THERE IS NO CONTRACTUAL OR IMPLIED AGREEMENT BETWEEN MYSELF AND COURTS PLUS FITNESS CENTER/FARGO PARK DISTRICT.

X \_\_\_\_\_ X \_\_\_\_\_  
 Applicant Signature Date

**Questions? Need Further Information?**

**Complete & Return Application To:**  
 Courts Plus Fitness Center  
 3491 South University Dr  
 Fargo, ND 58104

**Websites:** [www.fargoparks.com](http://www.fargoparks.com)  
[www.fargogolf.net](http://www.fargogolf.net)  
[www.courtsplus.org](http://www.courtsplus.org)  
**E-mail:** [info@fargoparks.com](mailto:info@fargoparks.com)  
**Phone:** (701) 237-4805 **Fax:** (701) 237-3764



**EQUAL OPPORTUNITY EMPLOYER**