



BUILDING 201, FORT MASON, SAN FRANCISCO, CA 94123
Tel: (415) 561-3000 Fax: (415) 561-3003

EMPLOYMENT APPLICATION

Please Print

____/____/____
Date Last Name First Name Middle

Present Address

Address & Street City State Zip

Permanent Address if different from present address

Address & Street City State Zip

(____)____ (____)____ (____)____
Business Phone Home Phone Cell Phone Best Time To Call

Email Address

EMPLOYMENT DESIRED

Position applying for: _____

Referral Source Advertisement Employee Relative Walk-in Agency
 Job Fair Other _____

Name of Source _____

Are you applying for:

- Regular full-time work? Yes No
- Regular part-time work? Yes No
- Temporary work, e.g., seasonal or project work? Yes No

What days and hours are you available for work? _____

If applying for temporary work, during what period of time will you be available? _____

Are there any days or times you are not available to work? _____

Are you available for work on weekends? Yes No

Would you be available to work overtime, if necessary? Yes No

If hired, on what date can you start work? ____/____/____ Salary desired: _____

PERSONAL INFORMATION

Have you ever applied to or worked for Golden Gate National Parks Conservancy ? Yes No

If yes, when? _____

Do you have any friends or relatives working for Golden Gate National Parks Conservancy? Yes No

If yes, state name(s) and relationship:

Name Relationship

Name Relationship

Why are you applying for work at Golden Gate National Parks Conservancy?

If hired, would you have a reliable means of transportation to and from work? Yes No

Are you at least 18 years old? (If under 18, hire is subject to verification that you are of minimum legal age.) Yes No

If hired, can you present evidence of your U.S. citizenship or proof of your legal right to live and work in this country? Yes No

Are you able to perform the essential functions of the job for which you are applying, either with or without reasonable accommodation? Yes No

If no, describe the functions that cannot be performed.

Note: We comply with the ADA and consider reasonable accommodation measures that may be necessary for eligible applicants/employees to perform essential functions. Hire may be subject to passing a medical examination, and to skill and agility tests.

Have you ever been convicted of a criminal offense (felony or serious misdemeanor)?
{Convictions for marijuana-related offenses that are more than two years old need not be listed). Yes No

If yes, state nature of the crime(s), when and where convicted and disposition of the case.

Note: No applicant will be denied employment solely on the grounds of conviction of a criminal offense. The nature of the offense, the date of the offense, the surrounding circumstances and the relevance of the offense to the position(s) applied for may, however, be considered.

Are you currently employed? Yes No

If so, may we contact your current employer? Yes No

REFERENCES

List below three persons not related to you who have knowledge of your work performance within the last three years.

First Name

Last Name

(____)_____
Telephone No

Address & Street

City

State

Zip

Occupation

No. of Years Acquainted

First Name

Last Name

(____)_____
Telephone No

Address & Street

City

State

Zip

Occupation

No. of Years Acquainted

First Name

Last Name

(____)_____
Telephone No

Address & Street

City

State

Zip

Occupation

No. of Years Acquainted

Please Read Carefully, Initial Each Paragraph and Sign Below

_____ I hereby certify that I have not knowingly withheld any information that might adversely affect my chances for employment and that the answers given by me are true and correct to the best of my knowledge. I further certify that I, the undersigned applicant, have personally completed this application. I understand that any omission or misstatement of material fact on this application or on any document used to secure employment shall be grounds for rejection of this application or for immediate discharge if I am employed, regardless of the time elapsed before discovery.

_____ I hereby authorize the company to thoroughly investigate my references, work record, education and other matters related to my suitability for employment and, further authorize the references I have listed to disclose to the company any and all letters, reports and other information related to my work records, without giving me prior notice of such disclosure. In addition, I hereby release the company, my former employers and all other persons, corporations, partnerships and associations from any and all claims, demands or liabilities arising out of or in any way related to such investigation or disclosure.

_____ I understand that nothing contained in the application, or conveyed during any interview which may be granted or during my employment, if hired, is intended to create an employment contract between the company and me. In addition, I understand and agree that if I am employed, my employment is for no definite or determinable period and may be terminated at any time, with or without prior notice, at the option of either myself or the company, and that no promises or representations contrary to the foregoing are binding on the company unless made in writing and signed by me and the company's designated representative.

Date

Applicant's Signature

Revised 6/07

Equal Opportunity Employment