

Summer Camp Parking Positions Job Application

(Temporary positions anticipated from July 23, 2012 to August 18, 2012)

DROP OFF COMPLETED APPLICATION AT SUNY CORTLAND, HUMAN RESOURCES, 301 MILLER BLDG

Name: _____
Last First MI

Address: _____
Street address City/State/Zip

Primary Phone: _____ Other Phone: _____

Are you at least 18 years of age? Yes No

Are you a U.S. citizen *or* do you have a legal right to accept employment in the U.S.? Yes No

Have you ever been convicted of a crime (misdemeanor or felony)? *(A conviction is not an automatic bar from employment. Each case is considered and evaluated on its individual merits in relation to the duties and responsibilities of the position for which you are applying.)*
 Yes No (If yes, please explain)

Are you currently employed (or expected to be employed during July 23 to August 18, 2012) at SUNY Cortland in any capacity? Yes (if yes, please detail below) No

Are you considered a student at SUNY Cortland or any other SUNY or Community College? *(a SUNY student is a student who was enrolled in classes for the spring semester, or has been accepted and is enrolled in classes for the upcoming fall semester)*
 No Yes – SUNY or Community College Name/When: _____

Availability: Full time (40 hours per week) Part time – Hrs per week _____

In the following chart, please indicate your availability by placing an 'x' in each time slot that you are available for work:

	Sun	Mon	Tues	Wed	Thur	Fri	Sat
6am – 10am							
10am – 2pm							
2pm – 6pm							

There may be limited occasions when staffing is needed after 6 p.m.; would you be available after 6 p.m.?
 Yes No

Are you available to work overnights? Yes No

Are there any dates that you are unable to work during July and August 2012? Yes (if yes, please detail below) No

These positions will require the prolonged standing in outdoor summer weather conditions. Are you able to perform this function with or without a reasonable accommodation? Yes No

Have you held a summer camp position at SUNY Cortland in the past?

No Yes – Position held/when: _____

Please briefly tell us your reasons for applying for a parking position.

List most recent employment first, attach additional pages or resume if needed.

Dates of Employment		Company or Employer:		
From: (mo/yr)	To: (mo/yr)	(Name)	(Position)	(Reason for leaving)
		(Street address of employer)	(City/State/Zip)	<input type="checkbox"/> Yes <input type="checkbox"/> No
		(Supervisor's name)	(Telephone number)	May we contact this employer?
		Major Duties:		
Dates of Employment		Company or Employer:		
From: (mo/yr)	To: (mo/yr)	(Name)	(Position)	(Reason for leaving)
		(Street address of employer)	(City/State/Zip)	<input type="checkbox"/> Yes <input type="checkbox"/> No
		(Supervisor's name)	(Telephone number)	May we contact this employer?
		Major Duties:		
Dates of Employment		Company or Employer:		
From: (mo/yr)	To: (mo/yr)	(Name)	(Position)	(Reason for leaving)
		(Street address of employer)	(City/State/Zip)	<input type="checkbox"/> Yes <input type="checkbox"/> No
		(Supervisor's name)	(Telephone number)	May we contact this employer?
		Major Duties:		

REFERENCES: Please provide 3 work-related references that are not relatives, whom you have known for at least two years.

Name	Address	Telephone #	Relationship

DISCLOSURE AUTHORIZATION AND RELEASE

"I authorize all former employers, their employees, their representatives, and agents to provide any and all information about my employment and job performance to the State University of New York College at Cortland, and its employees, representatives, and agents. This information may be provided either verbally or in writing. I release any former employers, their employees, and representatives, former educational institutions, or any person listed as a reference, from any and all liability, claims, or damages that may directly or indirectly result from the use, disclosure, or release of such information by any person or party, whether such information is favorable or unfavorable to me."

I represent that the employment history and facts contained in my correspondence, professional vita, resume, and this form are complete and accurate. I understand that misrepresentation or omission of facts called for may prevent my employment or be cause for termination if hired. Further, I understand that any offer of employment is contingent upon my ability to perform, with reasonable accommodation, the essential duties of the job assigned.

Applicant Signature

Date