

# Edmonds Waterfront Center

## *Home of the Edmonds Senior Center*

### Connecting & Enriching Our Community

PO Box 717 • Edmonds WA 98020 • (425) 774-5555 • [www.edmondswaterfrontcenter.org](http://www.edmondswaterfrontcenter.org)

#### Edmonds Waterfront Center Employment Application (please print and then fill out form)

##### PERSONAL INFORMATION

Name: \_\_\_\_\_ Date: \_\_\_\_\_

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

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_ Number: (\_\_\_\_) \_\_\_\_\_

Position desired? \_\_\_\_\_

Can you perform the essential functions of the position for which you are applying?

YES  NO

If no, please explain. (If you have any question as to what functions are applicable to the position for which you are applying, please ask the interviewer before you answer this question)

\_\_\_\_\_

When are you available to begin work? \_\_\_\_\_

Are you legally eligible to be employed in the United States? YES  NO

(Proof of identity and eligibility will be required upon employment)

Are you over the age of 18 years? YES  NO

(If no, you may be required to provide authorization to work.)

Have you ever worked for the Edmonds Waterfront Center before? YES  NO

If yes, where? \_\_\_\_\_ When? (Give dates) \_\_\_\_\_ Job Title: \_\_\_\_\_

Do you have any relatives or friends who work for the Edmonds Waterfront Center? YES  NO

If yes, who and where do they work?

\_\_\_\_\_

Are you available to work: DAYS  NIGHTS  WEEKENDS  FULL TIME  If you cannot work full time, please explain:

\_\_\_\_\_

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Days and Hours Available:(If employed, notification must be provided in writing should availability change.)

Day	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
From:							
To:							

Are you presently employed? YES  NO

If yes, may we contact your employer? YES  NO

If presently employed, why are you considering leaving?

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Account for any full month since leaving school (high school or college) that you were not working:

From	To	Reason
Mo/Yr		
Mo/Yr		
Mo/Yr		

### EDUCATION

	Name and Location of School	Course of Study	No. of Years Completed	Diploma or Degree Received
High School				
College				
Vocational or Trade School				
Graduate Work				

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Have you completed any special courses, seminars and/or training directly related to the position for which you are applying? YES [ ] NO [ ] If yes, please describe:

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List academic honors, extracurricular activities, offices held, etc. in high school or college: (Omit any which reflects your race, color, religion, age, sex, sexual orientation, marital status or disabilities.)

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#### EMPLOYMENT

Start with your current or most recent position

Name of Employer		Telephone Number	
Full Address (Including Street, City, State & Zip)		Supervisor's Name and Title	
Dates Employed	From Month/Day/Year	To Month/Day/Year	
Describe the Work Performed			
<hr/>			
<hr/>			
<hr/>			
Name of Employer		Telephone Number	
Full Address (Including Street, City, State & Zip)		Supervisor's Name and Title	
Dates Employed	From Month/Day/Year	To Month/Day/Year	
Describe the Work Performed			
<hr/>			

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_____		
_____		
Name of Employer		Telephone Number
Full Address (Including Street, City, State & Zip)		Supervisor's Name and Title
Dates Employed	From Month/Day/Year	To Month/Day/Year
Describe the Work Performed		
_____		
_____		
_____		

Use an additional sheet of paper if more space is necessary.

## PERSONAL REFERENCES

Give three references (not relatives or employers)

Name	Occupation
Full Address (Including Street, City, State & Zip)	Telephone Number
Street_____	
City_____ State_____ Zip_____	
Name	Occupation
Full Address (Including Street, City, State & Zip)	Telephone Number
Street_____	

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City_____ State____ Zip_____	
Name	Occupation
Full Address (Including Street, City, State & Zip) Street_____	Telephone Number
City_____ State____ Zip_____	

*We are an equal opportunity employer, and all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, national origin, disability status, protected veteran status, or any other characteristic protected by law.*

### **IMPORTANT, PLEASE READ AND SIGN**

I understand that failure to reveal any prior employer, or giving false or misleading information by me on any part of this Application for Employment can result in disqualification for employment consideration or, if hired, may be grounds for termination from the company or its' subsidiaries. I understand that if I am hired, my employment is for no definite time and may be terminated at any time without prior notice.

Signed: \_\_\_\_\_