



Town of Grand Island Recreation Department Employment Application

Submit Application To:
Grand Island Recreation Department
3278 Whitehaven Road.
Grand Island NY, 14072
Phone: 716-773-9680
Email: recreation@grand-island.ny.us
Website: <https://grandislandny.myrec.com>

Employees of the Town of Grand Island must be at least 16 years old. See applicant information page for additional employment details.

Applicant Information:

Legal Name: _____

Address: _____ Phone # H _____ C _____

E-mail: _____

Do you have a valid driver's license? No___ Yes___ State _____ License # _____

Have you ever been convicted of a crime? No___ Yes___ Status _____

Education:

High School		
	Yes	No
Have you graduated from high school or do you have possession of a High School Equivalency Diploma or Trade?		
If "Yes", City and State of High School or Facility:		

College, University, Professional or Technical School					
If educational requirements are part of the minimum qualifications stated on the job announcement you will be required to submit proof of graduation or certificate earned.					
Name of School	Type of Degree/Trade Earned	Major Subject or Type of Course	Did You Graduate?		Month/Year Degree Received or Expected
			YES	NO	

Employment History and Additional Qualifications:

Are you currently employed? Yes _____ No _____ If yes, where? _____

Contact person's name / title / phone number _____

May we contact your employer listed above? Yes _____ No _____

Have you ever worked for the Town of Grand Island? Yes _____ Which Department? _____ No _____

Please list any previous work experience:

Place of Employment	Dates of Employment	Position and Job Duties

State briefly any volunteer experience, additional qualifications, job related skills, participation in sports, programs, activities, clubs etc. (attach additional pages if necessary or resume):

Availability:

Part Time (19 hrs./wk.) _____ Seasonal (40 hrs./wk./5 mo.) _____ Both _____

Season Status: Spring/Summer Only _____ Fall/Winter Only _____ Year-Round _____

Daily Availability: Circle All That Apply: Evenings _____ Day time _____ Weekends _____ Holidays _____

Other, explain: _____

Position Interest:

What type of position / programs are you interested in? Check all that apply:

Youth Programs _____ Adult Programs _____ Adaptive Programs _____ Special Events _____

Lifeguard (certification required) _____ Community Center Rentals _____

Applicant Skills Information:

The following rating scale will give us a better insight on how we can best utilize your skills. Please rate your skill on each category using the scale below:

- 1- Little or no experience; can assist with supervision.
- 2- Have some experience; can assist with instruction and lead parts of activity under direction of instructor.
- 3- Have abundant experience through participation and / or teaching; can instruct activity with minimal supervision

SPORTS

- ___ Flag Football
- ___ Basketball
- ___ Baseball
- ___ Soccer
- ___ Softball
- ___ Tennis
- ___ Volleyball
- ___ Pickleball
- ___ Golf
- ___ Kickball
- ___ Hockey
- ___ Swimming
- ___ Fishing
- ___ Kayaking
- ___ Lacrosse
- ___ Bowling
- ___ Walking / Hiking
- ___ Snowshoeing
- ___ Other _____

FITNESS

- ___ Zumba
- ___ Martial Arts
- ___ Tai Chi
- ___ Kickboxing
- ___ Pilates
- ___ Yoga
- ___ Other _____

PERFORMING ARTS AND CREATIVE ARTS

- ___ Art Instruction - youth
- ___ Acting
- ___ Directing
- ___ Writing / Screenplay
- ___ Magic
- ___ Dance / Choreography
- ___ Singing
- ___ Musical Instrument (list instruments): _____
- ___ Other _____

HOBBY, SPECIAL INTERESTS, CULINARY

- ___ Crafts
- ___ Drawing
- ___ Painting
- ___ Paper Mache
- ___ Sculptures
- ___ Stained glass
- ___ Floral Arrangements / Creative Home Decor
- ___ Baking
- ___ Cooking
- ___ Sewing
- ___ Photography
- ___ Woodworking
- ___ Other _____

References:

Please use current or past employers, advisors, teachers, etc. You may use one personal reference for your application.

1.

Name _____
Phone _____ Relationship _____

2.

Name _____
Phone _____ Relationship _____

3.

Name _____
Phone _____ Relationship _____

If selected for a position with the Town of Grand Island Recreation Department applicants will be required to provide additional information for banking and tax purposes. All new hires are required to take a drug test. See employment information page for additional details.

Applicant Signature _____ Date: _____

Office Use Only

Received by: _____ *Date:* _____

Grand Island Recreation Department

Part Time and Seasonal Employment Applicant Information Page

Seasonal and part time opportunities – positions available year round

Applications are available at grandislandny.myrec.com under general info
Applications are accepted throughout the year (*see summer employment below).

Applicant Requirements:

- Must be at least 16 years old to work for the Recreation Department
- Must have working papers if younger than 18 years old
- Must be CPR/AED/First Aid Certified
 - o certification classes for staff will be offered by the Recreation Department
- Must complete all paperwork and employee trainings required by the Town

Summer Employment:

- Applications should be submitted by March 20; interviews start in early April
- Must be available to work July 3 and July 4

Applications can be submitted:

- In person or by mail to the Recreation Office:
 - o Monday – Friday, 8:00 a.m. – 4:00 p.m.
 - o 3278 Whitehaven Road, Grand Island, NY 14072
- By email - recreation@grand-island.ny.us