



Boys and Girls Clubs of Dorchester
1135 Dorchester Avenue
Dorchester, MA 02125

For Staff Use Only:	
ID Attached	_____
SORI Form	_____
CORI Form	_____
Bck Release	_____
Submitted by:	_____
Date:	_____

Application for Employment
(Please Print)

The Boys and Girls Clubs of Dorchester is an equal opportunity employer and does not discriminate on the basis of race, religion, sex (including gender identity, sexual orientation, and pregnancy), national origin, citizenship, age, marital status, veteran status, physical or mental disability, genetic predisposition, or other protected characteristic that is protected by law.

PERSONAL INFORMATION

Last Name:		First Name:		Middle Name:	
Address:		City:		State: Zip Code:	
Date of Birth (If under age 18):					
Home Phone #:		Cell Phone #:		E-Mail Address:	
Driver's License? (If age 21 or older)					
<input type="checkbox"/> Yes <input type="checkbox"/> No					

On what date are you available for work? _____

- Are you available to work: Full Time Part Time
- Are you available to work: Year Round Summer Only

Are you legally authorized to work in the United States? YES [] NO []

If you are applying for a Full Time or Professional position, please list the job title below:

If you are applying for a Part Time position, please indicate job(s) you prefer:

- | | |
|---|---|
| <input type="checkbox"/> Administrative Support | <input type="checkbox"/> Maintenance Assistant |
| <input type="checkbox"/> After School Program Assistant | <input type="checkbox"/> Music Program Staff |
| <input type="checkbox"/> Art Program Staff | <input type="checkbox"/> Project BIND |
| <input type="checkbox"/> Athletics Program Staff | <input type="checkbox"/> Social Rec Program Assistant |
| <input type="checkbox"/> Education Program Staff | <input type="checkbox"/> Teen Program Assistant |
| <input type="checkbox"/> Learn To Program Staff | <input type="checkbox"/> Van Driver |
| <input type="checkbox"/> Lifeguard | <input type="checkbox"/> Walter Denney Youth Center |
| <input type="checkbox"/> Other _____ | |

Please list below your hours available to work each day (Full Time positions are 40 hours per week):

	FROM	TO
Monday	_____	_____
Tuesday	_____	_____
Wednesday	_____	_____
Thursday	_____	_____
Friday	_____	_____
Saturday	_____	_____

Starting Wage Desired: \$ _____ per hour \$ _____ annual salary

EDUCATION and SKILLS

	Name and Location	Course of Study / Major	Dates Attended	Diploma, Degree or Certificate Received
High School				
Undergraduate College				
Graduate / Professional				
Other				

Please list any foreign languages you can speak, read or write:

	Speak	Read	Write
Fluent/Advanced			
Competent/Intermediate			
Minimal Understanding / Beginners			

Please list any specialized training, skills, and/or extracurricular activities:

EMPLOYMENT EXPERIENCE

Please begin with the most recent position. Feel free to include any volunteer activities.

Employer:		
Address:		Telephone:
Job Title:		Supervisor:
Dates Employed:	From	To
Reason for Leaving:		
Work Performed:		

Employer:		
Address:		Telephone:
Job Title:		Supervisor:
Dates Employed:	From	To
Reason for Leaving:		
Work Performed:		

Employer:		
Address:		Telephone:
Job Title:		Supervisor:
Dates Employed:	From	To
Reason for Leaving:		
Work Performed:		

REFERENCES

Name:	
Telephone:	Email Address:
Professional Position:	Years Known:

Name:	
Telephone:	Email Address:
Professional Position:	Years Known:

Name:	
Telephone:	Email Address:
Professional Position:	Years Known:

STATEMENT (Please read this statement carefully before signing this application):

I understand that employment with the Boys and Girls Clubs of Dorchester (the Company) is at-will, meaning that I or the Company may terminate my employment at any time, or for any reason consistent with applicable state or federal law.

I authorize the Company to conduct a thorough background investigation of my work and personal history, and verify all data given on this application and during interviews. I hereby release the Company, and its representatives or agents, from any liability that might result from such an investigation. I authorize all individuals, schools, and firms named to provide any requested information and release them from all liability for providing the requested information.

I acknowledge that I am not a current user of illegal drugs, and I agree I will not work while under the influence of drugs and/or alcohol. I understand that any involvement with illegal drugs and/or working while under the influence of drugs and/or alcohol are grounds for immediate termination from employment.

I certify that all statements in this completed application are true and understand that any falsification or willful omission shall be sufficient cause for dismissal or refusal to hire.

Applicant Signature	Date