



47050 Generals Highway #10, Three Rivers, CA 9327
Telephone (559) 561-4815 Fax (559) 566-5192
HR@SequoiaParks.org

Employment Application

AN EQUAL OPPORTUNITY EMPLOYER - Sequoia Parks Conservancy, a non-profit, is an equal opportunity employer. We do not and will not discriminate on the basis of race, religion, color, national origin, gender, sexual orientation, gender identity or expression, genetic information, age, disability, marital status, or veteran’s status. Information provided on this application will not be used for any discriminatory purpose.

Please Print

Date Last Name First Name Middle

Present Address

No. & Street City State Zip Code

Permanent Address (if different from present address)

No. & Street City State Zip Code

Business Phone Home Phone

Employment Desired

Position applying for: _____

Are you applying for:

- Regular full-time work?..... Yes No
- Regular part-time work?..... Yes No
- Seasonal work, e.g., summer or holiday work?..... Yes No

Are there any days or times when you are unavailable to work?

If applying for seasonal work, what dates are you available?

From: _____ To: _____

If hired, what date can you start work? _____

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Personal Information

How did you hear about our company and this job opening? (Conservancy website, Social Media, Advertisement, etc.)

Have you ever applied to or worked for the Sequoia Parks Conservancy before?..... Yes No

If yes, when? _____

Why are you applying for work for the Conservancy?

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

Are you at least 18 years old? 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 Fair Employment and Housing Act (FEHA) and the Americans with Disabilities Act (ADA). We consider reasonable accommodation measures that may be necessary for eligible applicants/employees to perform essential functions. New hires may be subject to passing a medical examination, and to skill and agility tests.)

We may refuse to hire relatives of present employees if doing so could result in actual or potential problems in supervision, security, safety or morale, or if doing so could create conflicts of interest.

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If you are applying for a Naturalist position, do you have valid First Aid, CPR, and AED certifications? Yes No

Certain positions require driving a company or park vehicle. Do you have a current valid driver's license? Yes No

Can you, upon employment, submit verification of your legal right to work in the U.S.? Yes No

Employment History

List below all present and past employment starting with your most recent employer (last five years is sufficient). You must complete this section even if attaching a resume.

_____	_____	_____	_____
Name of Employer	Phone Number		
_____	_____	_____	_____
Type of Business	Your Supervisor's Name		
_____	_____	_____	_____
Address & Street	City	State	Zip Code

Dates of Employment: _____
From To

Your Position and Duties

Reason for Leaving

Current employer?..... Yes No

May we contact this employer for a reference?..... Yes No

_____	_____	_____	_____
Name of Employer	Phone Number		
_____	_____	_____	_____
Type of Business	Your Supervisor's Name		
_____	_____	_____	_____
Address & Street	City	State	Zip Code

Dates of Employment: _____
From To

Your Position and Duties

Reason for Leaving

May we contact this employer for a reference?..... Yes No

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Employment History, continued

Name of Employer

Phone Number

Type of Business

Your Supervisor's Name

Address & Street

City

State

Zip Code

Dates of Employment:

From

To

Your Position and Duties

Reason for Leaving

May we contact this employer for a reference?.....

Yes No

Name of Employer

Phone Number

Type of Business

Your Supervisor's Name

Address & Street

City

State

Zip Code

Dates of Employment:

From

To

Your Position and Duties

Reason for Leaving

May we contact this employer for a reference?.....

Yes No

Name of Employer

Phone Number

Type of Business

Your Supervisor's Name

Address & Street

City

State

Zip Code

Dates of Employment:

From

To

Your Position and Duties

Reason for Leaving

May we contact this employer for a reference?.....

Yes No

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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	Phone Number
_____	_____	_____
Address & Street	City	State Zip Code
_____	_____	
Occupation	No. of Years Acquainted	

_____	_____	_____
First Name	Last Name	Phone Number
_____	_____	_____
Address & Street	City	State Zip Code
_____	_____	
Occupation	No. of Years Acquainted	

_____	_____	_____
First Name	Last Name	Phone Number
_____	_____	_____
Address & Street	City	State Zip Code
_____	_____	
Occupation	No. of Years Acquainted	

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Please Read Carefully, Initial Each Paragraph and Sign Below

Initials

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.

Initials

I hereby authorize Sequoia Parks Conservancy to thoroughly investigate my references, work record, education and other matters related to my suitability for employment (excluding criminal background information) unless otherwise specified above. I 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.

Initials

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 me and the Company. 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.

Initials

In compliance with federal law, all persons hired will be required to verify identity and eligibility to work in the United States and to complete the required employment eligibility verification document form upon hire.

The Company will consider qualified applicants, including those with criminal histories, in a manner consistent with state and local "Fair Chance" laws.

Date

Applicant's Signature