



APPLICATION FOR EMPLOYMENT

Monterey Peninsula Regional Park District
P.O. Box 223340, Carmel, CA 93922
4860 Carmel Valley Road, Carmel, CA 93923
(831) 372-3196 | jobs@mprpd.org
www.mprpd.org

MONTEREY PENINSULA REGIONAL PARK DISTRICT (MPRPD) IS AN EQUAL OPPORTUNITY EMPLOYER

State and federal laws prohibit discrimination in employment because of race/color, ancestry/national origin, religion, creed, age, disability, sex, gender, sexual orientation, gender identity, gender expression, medical condition, genetic information, marital status, military and veteran status, or any other characteristic protected by federal, state, or local law.

Please answer all questions completely and accurately. False or misleading statements during the interview and/or on this form are grounds for terminating the application process, or if discovered after employment, terminating the employment relationship.

NAME: _____
(Last) (First) (Middle)

ADDRESS: _____
(City) (State) (Zip)

SOCIAL SECURITY NUMBER: _____

POSITION FOR WHICH YOU ARE APPLYING: _____

HOME PHONE: _____

CELL PHONE: _____

E-MAIL ADDRESS: _____

PREFERRED PRONOUNS: _____

EDUCATION: (Please include vocational, business, trade, or correspondence schools under Other.)

	High School	Undergraduate College/University	Graduate/ Professional	Other
School Name & Location				
Years Completed				
Major/Minor				
Degree/Certificates				

	Yes	No
Are you under the age of 18?	☐	☐
If Yes, can you provide proof of your eligibility to work?	☐	☐

If offered employment, can you provide proof of your legal right to work in the U.S.? <i>Proof of employment eligibility will be required upon employment.</i>	☐	☐
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Have you previously applied for employment with MPRPD? If Yes, when? _____ Position for which applied: _____	☐	☐
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Do you have relatives employed by MPRPD? If Yes, who? _____	☐	☐
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Have you ever been a member of the California Public Employees' Retirement System (CalPERS)? If Yes, are you a Retired Annuitant?	☐	☐
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How did you hear about this job? _____
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Have you ever been fired, dismissed, terminated, or had an employment contract terminated from any position for performance or for disciplinary reasons? If Yes, provide details:

Yes

☐

No

☐

LICENSES AND CERTIFICATES:

List any licenses, certificates, professional or vocational competence you possess to practice a trade or profession if it is a requirement or applicable to the position for which you are applying:

Description	License/Certificate Number	Expiration

If the position for which you are applying is safety sensitive and requires driving an MPRPD vehicle (**see Job Flyer**), you are required to have and maintain a valid California driver license. Please complete the following AND provide a copy of your DMV Driver License Record (available from the CA DMV). If required, Applications submitted without this information will be deemed incomplete and rejected.

Driver License Number: _____ Class: _____ Expiration Date: _____

SKILLS AND QUALIFICATIONS:

List any other special skills or abilities, including fluency in a foreign language.

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EMPLOYMENT HISTORY:

Beginning with your most recent employment first, list all other jobs in order. Please include information pertaining to unpaid or volunteer experience. Use a separate block for each position, including those within the same organization. Attach additional sheets if necessary. Resumes may be attached for additional information but will not be accepted in lieu of a completed Employment Application.

Employment Dates (From/To):	Name of Employer:
Position:	Address:
Immediate Supervisor & Title:	Supervisor Phone Number & E-mail Address:
Description of Duties:	
Reason for Leaving:	

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Reason for Leaving:	

APPLICANT'S STATEMENT

I certify that the statements given by me in this application are true, complete, and correct to the best of my knowledge.

I authorize investigation of all statements contained in this application for employment as may be necessary to arrive at an employment decision. I understand and acknowledge that the policy of the Monterey Peninsula Regional Park District is such that the existence of a criminal conviction will not necessarily disqualify my application for employment.

I understand that if offered employment, the offer may be contingent on passing a pre-employment drug screen and a pre-employment physical and I voluntarily agree to submit to these procedures. I also understand that I will be required to submit proof of my identity and legal right to work in the United States on my first day of employment.

I understand that unless expressly noted otherwise on the job announcement, the position for which I am applying requires driving during the course of employment and I will be required to possess and maintain a valid California driver license.

I hereby certify that I have not knowingly withheld any information that might adversely affect my chances for employment. I further certify that I, the undersigned applicant, have personally completed this application. I understand that any omission, false, or misleading information on this application, or any document used to secure employment shall be grounds for rejection of this application or immediate discharge if I am employed, regardless of the time elapsed before discovery. I understand that I am required to abide by all personnel policies, rules, and procedures of the Monterey Peninsula Regional Park District.

I hereby authorize Monterey Peninsula Regional Park District to thoroughly investigate my employment history, education, and other matters related to my suitability for employment, without giving me prior notice of such disclosure. In addition, I hereby release Monterey Peninsula Regional Park District from any and all claims, demands, or liabilities arising out of or in any way related to such investigation or disclosure.

I understand that nothing contained in the application, or conveyed during any interview that may be granted, is intended to create an employment contract between Monterey Peninsula Regional Park District and me.

Signature of Applicant: _____ Date: _____