



City of Camden

2019

Seasonal Summer Recreation Program Application

Print information in ink. Please include all information required, even if listed in your resume.

PERSONAL INFORMATION

Name: _____ Date of Application: _____

Social Security #: _____ Date of Birth: _____
(OFFICIAL CARD MUST BE PRESENTED)

Home Address: _____

City: _____ State: _____ Zip: _____

Cellular Phone #: _____ Home Phone #: _____

Email Address: _____ @ _____ . _____

U.S. Citizen: _____ If NOT, Visa # and expiration date: _____

POSITION APPLYING FOR

_____ Recreation Aide _____ Site Supervisor _____ Program Monitor _____ Bookkeeper
_____ Pool Aide _____ Pool Coordinator _____ Pool Supervisor _____ Lifeguard

Minimum Salary: _____ Date Available: _____

EDUCATION

Highest Grade Completed: (K-12) _____ Diploma/G.E.D. _____ Yes _____ No

Trade Schools Attended: _____

Dates Attended: _____ Major: _____

Colleges Attended: _____

Dates Attended: _____ Major: _____

State any additional information you feel may be helpful to us in considering your application:

EMPLOYMENT HISTORY

Are you currently employed? ☐ Yes ☐ No
If YES, list current employer; If NO list last employer (You may attach a resume)

Employer: _____ Phone #: _____

Address: _____ City: _____ State: _____ Zip: _____

Position: _____ Dates: _____

(IF NO LONGER EMPLOYED) Reason for Separation: _____

(Attach additional sheet if necessary)

Have you previously work for the City of Camden? ☐ Yes ☐ No

If yes, Job Title: _____ When: _____

References

Please give the name, address and telephone number of three professional references who are *not* related to you:

1. _____

2. _____

3. _____

Special Skills and Qualifications

Summarize special job related skills and qualifications acquired from employment or other experience

CERTIFICATIONS

I now certify to the best of my knowledge and belief, that all of my statements are true and made in good faith.

I hereby authorize the City of Camden to request from law enforcement agencies, or other relevant entities, any information pertaining to my background deemed necessary in determining my suitability for employment. I also release said parties from any and all responsibility in supplying the requested information.

I understand that upon an offer of employment, I must undergo a physical examination including drug screening. By failing these examinations, the offer of employment will be withdrawn. I understand that my employment as a temporary employee does not entitle me to benefits extended to regular employees. These include health, pension, leave time, compensation time and holidays.

Signature: _____ Date: _____

"An Equal Opportunity Employer"

For Human Services Use ONLY

Received By: _____ Date: _____



City of Camden

Seasonal Adult Employment Application Application Instructions

Dear Applicant,

The City of Camden offers a wide variety of activities for city residents through our summer recreation programs. As a result, we have many opportunities for seasonal summer employment.

Minimum Qualifications for Employment:

- Must be at least 18 years of age.
- Must be available to work up to 9 weeks (Monday – Friday) between the dates of June 28, 2019 – August 23, 2019.
- High School Diploma or G.E.D Preferred

Complete each section of the attached application fully. Review all of the information to ensure it is correct. Resumes will be accepted as supplemental information, however do not write "see resume" in response to questions on the application. Failure to complete the application and essay questions thoroughly could result in disqualification from the review process.

All forms require a signature and must be submitted in person. Applications cannot be submitted electronically. Return completed applications to:

**City of Camden
Department of Human Services
Bureau of Recreation
North Camden Community Center
1000 N. 6th Street
Camden, New Jersey 08102
Phone: (856) 757-7285**

Applications will be accepted and considered complete ONLY if each of the following items are submitted:

- Complete employment application
- Copy of two forms of identification:
 - Social Security Card
 - New Jersey Driver's License or State/County ID

Application must be legible, complete and signed. Resumes are optional, but will not be accepted in lieu of an application.

Applicants may be required to undergo a personal interview.

Potential adult hires are required to pass a physical, drug screening and criminal background check.

All applications must be received by Friday, April 30, 2019

Please note:

Above requirements are necessary for consideration for employment only, obtaining the above requirements does not guarantee employment.

APPLICATION ESSAY AND SHORT ANSWER QUESTIONS FOR CANDIDATES INTERESTED IN THE FOLLOWING POSITIONS:

Recreation Aide and Site Supervisor

Applicants: Please answer the following questions as completely as possible. You may use additional sheets of paper to answer the questions. Employment applications received without the Application essay and short answer questions will be considered incomplete and therefore ineligible for employment.

What do you think the job of Recreation Aide entails?

Why are you applying for a position as a summer recreation aide? What do you hope to gain from this experience?

Give examples of activities that you would do with participants who you are assigned to supervise?

What is a leader?

What special skills can you share with the participants who attend our summer recreation program?

Talk about an accomplishment of yours that you are particularly proud of: