



Kitchen Staff Application

Please complete and return a hard copy to 3005 E Ave, Montour IA 50173

Personal Information:

Full Name (Printed): _____

Gender: M F Social Security #: _____ Email: _____

Current Address: _____
Street City State Zip

Permanent Address: _____
Street City State Zip

Primary Phone: _____ Secondary Phone: _____

Dates Available for Employment: Start _____ End _____

I can perform the essential functions of the job for which I have applied, with or without reasonable accommodation.

Yes No

Criminal Record: Have you ever been convicted of a crime, other than a minor traffic offense? If yes, please describe. (Note: a prior conviction is not an automatic bar to employment. The type of conviction and when it occurred will be evaluated by Our Sacred Space, Inc. before any decision is made.)

Yes No If Yes, Explain: _____

Education: list in order, starting with High School

| School | Subject Studied | Degree Earned |
|--------|-----------------|---------------|
| | | |
| | | |
| | | |

Work History: list in order, most recent first – paid and volunteer

Most Recent/Present Employer: _____ Job Title: _____

City and State: _____ Supervisor's Name: _____

Responsibilities: _____

Start Date: _____ End Date: _____ Reason for Leaving: _____

Previous Employer: _____ Job Title: _____

City and State: _____ Supervisor's Name: _____

Responsibilities: _____

Start Date: _____ End Date: _____ Reason for Leaving: _____

Previous Employer: _____ Job Title: _____

City and State: _____ Supervisor's Name: _____

Responsibilities: _____

Start Date: _____ End Date: _____ Reason for Leaving: _____

Indicate below any employer you do not wish us to contact and the reason.

Employer: _____

Reason: _____

References:

Give names, relationships, addresses and phone numbers for 3 persons (former employers, teachers, ministers, counselors, scout leaders or other persons - not relatives) having knowledge of your character, experience, work habits and ability.

| Name | Relationship | Address | Phone # |
|------|--------------|---------|---------|
| | | | |
| | | | |
| | | | |

Name: _____

Date of Application: _____

Camp Experience:

Did you attend camp as a child? Yes No If yes, where and how many years? _____

Type of Camp(s):

Religious/Church Sports Private Day Camp Residential Wilderness
Other: _____

Have you ever worked or volunteered at a camp? Yes No

If yes, where and what was your position/responsibilities?

| Dates | Camp & Director | Location | Position / Responsibilities |
|-------|-----------------|----------|-----------------------------|
| | | | |
| | | | |
| | | | |

Training / Professional Skills:

Please list all current certifications with expiration dates: (ServSafe, Lifeguard, CPR, EMT, WFA, LNT, water craft, climbing, ropes/challenge course).

Please list any classes or trainings you have participated in that might help you as a staff person.

Awards, Interests, Activities and Hobbies: Please list any awards, interests and/or other experiences you feel would prove valuable in being considered for employment.

Specific Kitchen Skills: Please mark each of the following you are prepared to teach (T) or assist (A) with.

__ Fire Building __ Outdoor Cooking __ Songs __ Music (list instrument) _____

Other: _____

Name: _____

Date of Application: _____

Short Answer:

Please provide a brief response for the follow questions. Attach separate sheet(s) of paper if necessary.

What specifically attracts you to Pilgrim Heights Camp & Retreat Center?

What do you hope to gain by being a Staff member?

What contribution do you hope to make as a Staff member?

What experience have you had in living and working with people of different social, nationality, or religious backgrounds?

What contributions do you think a well-run organization can make to it's participants / guests?

WAIVER AND RELEASE

I certify that all information provided in this employment application is true and complete. I understand that any false information or omission may disqualify me from further consideration for employment and may result in my dismissal if discovered at a later date.

I authorize investigation of all statements herein, including any checks of criminal records, and release Our Sacred Space, Inc. and all others from liability in connection with same. I understand that, if employed, I will be an at-will employee unless there is an agreement or law which alters that status. Furthermore, I understand that any agreement must be in writing and signed by the designated Our Sacred Space, Inc. official.

I authorize the investigation of any or all statements contained in this application. I also authorize, whether listed or not, any person, school, current employer, past employers and organizations to provide relevant information and opinions that may be useful in making a hiring decision. I release such persons and organizations from any legal liability in making such statements.

I authorize use of photographic images of myself for official use without compensation.

I understand that if I am extended an offer of employment it may be conditional upon my successfully passing a complete physical examination. I consent to the release of any or all medical information as may be deemed necessary to judge my capability to do the work for which I am applying.

I UNDERSTAND THAT THIS APPLICATION OR SUBSEQUENT EMPLOYMENT DOES NOT CREATE A CONTRACT OF EMPLOYMENT NOR GUARANTEE EMPLOYMENT FOR ANY DEFINITE PERIOD OF TIME. IF EMPLOYED, I UNDERSTAND THAT I HAVE BEEN HIRED AT THE WILL OF THE EMPLOYER AND MY EMPLOYMENT MAY BE TERMINATED AT ANY TIME, WITH OR WITHOUT CAUSE AND WITH OR WITHOUT NOTICE.

I have read, understand, and by entering my name below I consent to these statements.

Print Name: _____

Signature: _____ Date: _____

Name: _____

Date of Application: _____

Please return to:

