

**CLINTON CITY RECREATION**

1651 W 2300 N. Clinton, Utah 84015 \* 801-614-0780

*Equal opportunity employer*

**ADULT TEMPORARY/SEASONAL APPLICATION FOR EMPLOYMENT**

*INSTRUCTIONS: Please complete (print or type) all sections, date and sign. This application is for individuals 18 and over. An incomplete application may result in elimination from consideration for employment.*

\_\_\_\_\_  
NAME (Last, First, Middle):

\_\_\_\_\_  
Email:

\_\_\_\_\_  
Address (Street, City, State, zip):

\_\_\_\_\_  
Phone Number:

Position Applying for (Check all that apply): Official: \_\_\_\_\_ Supervisor: \_\_\_\_\_ Other: \_\_\_\_\_

Would you be able to perform the duties required for this position with reasonable accommodations?  
Yes \_\_\_\_\_ No \_\_\_\_\_

Have you ever been dismissed from a job for cause? Yes \_\_\_\_\_ No \_\_\_\_\_

Have you ever applied for a position in this department or any department in Clinton City before?  
Yes \_\_\_\_\_ No \_\_\_\_\_

If yes, which department and when: \_\_\_\_\_

Are you in the URS (Utah Retirement System)? Yes \_\_\_\_\_ No \_\_\_\_\_

Do you give consent to have your background checked and your criminal history investigated?  
Yes \_\_\_\_\_ No \_\_\_\_\_

Do you have a current Davis County Food handlers permit? Yes \_\_\_\_\_ No \_\_\_\_\_

Expiration date \_\_\_\_\_ (food handlers permit)

List any special skills you have that would help this department:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

State why you would like to obtain this position:

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What hours and days would you be available to work (am-pm):

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**RECORD OF EDUCATION**

**High School**

Name of School \_\_\_\_\_ City/State \_\_\_\_\_

Grades Completed \_\_\_\_\_

**College/University**

Name of School \_\_\_\_\_ City/State \_\_\_\_\_

Grades Completed \_\_\_\_\_

**Other Training or School:** \_\_\_\_\_

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**RECREATION EXPERIENCE**

In the space below, give your complete recreation and or competitive experience, list sports/activities you have played, coached, officiated or administered:

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List where & when if you have concession, sales and/or scorekeeping experience:

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**SUPERVISOR EXPERIENCE**

In the space below, give your complete supervisory experience, list sports/activities you have overseen:

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Share an experience with a player, coach or spectator where you had to de-escalate a situation:

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**PERSONAL REFERENCES (No former employers or relatives)**

Name \_\_\_\_\_

Email \_\_\_\_\_ Relationship \_\_\_\_\_ Phone \_\_\_\_\_

Name \_\_\_\_\_

Email \_\_\_\_\_ Relationship \_\_\_\_\_ Phone \_\_\_\_\_

Name \_\_\_\_\_

Email \_\_\_\_\_ Relationship \_\_\_\_\_ Phone \_\_\_\_\_

**RECORD OF EMPLOYMENT**

In the space below, give your complete record of employment for the past ten years, also list other experiences which are related to your qualification for this position. Start with the present and work back, if more space is needed use the back of this page.

**(1)** Employer \_\_\_\_\_ Title \_\_\_\_\_

PHONE \_\_\_\_\_ Email \_\_\_\_\_

**Dates of Employment:** \_\_\_\_\_

Duties:

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Reason for leaving:

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Salary/Wage: \_\_\_\_\_

May we contact the employer listed above? Yes \_\_\_\_\_ No \_\_\_\_\_

(2) Employer \_\_\_\_\_ Title \_\_\_\_\_

PHONE \_\_\_\_\_ Email \_\_\_\_\_

**Dates of Employment:** \_\_\_\_\_

Duties:

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Reason for leaving:

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*Salary/Wage:* \_\_\_\_\_

May we contact the employer listed above? Yes \_\_\_\_\_ No \_\_\_\_\_

(3) Employer \_\_\_\_\_ Title \_\_\_\_\_

PHONE \_\_\_\_\_ Email \_\_\_\_\_

**Dates of Employment:** \_\_\_\_\_

Duties:

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Reason for leaving:

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Salary/Wage: \_\_\_\_\_

May we contact the employer listed above? Yes \_\_\_\_\_ No \_\_\_\_\_

*The facts set forth above in my application for employment are true and complete. I understand that if employed false statements on this application shall be considered sufficient cause for dismissal.*

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## Clinton Recreation Department Employee & Volunteer Background Check Policy

Effective November 1, 2004, Revised November 6, 2021

**Purpose:** Clinton Recreation values the safety of those who participate in our programs either as participants, employees or volunteers. To this end, we will take sound measures to attempt to protect our employees, volunteers and those we serve from potential harm.

We have special regard for children, who trust in our ability to provide them with wholesome, safe recreational experiences. One specific measure will be to perform background checks on all employees and volunteers who have the potential for regular or intermittent contact with children.

**Policy:** Any person 18 and older, requesting to volunteer or work for Clinton Recreation will be required to undergo a series of screening and background checks conducted by the Recreation Department, Clinton Police Department and a National Criminal Records Check.

**Procedure:** Any person requesting to volunteer or work for Clinton Recreation will be asked to fill out a background check release and provide accurate personal information, social security number, and anything else that may be required to identify the individual. Youth volunteer coaches will also be asked to fill out a coaches application, code of ethics form and undergo a background check.

The Recreation Department will be responsible for forwarding the necessary forms and information to the appropriate agencies to conduct the background screenings. **Applicants must fill out background check on-line before you will be considered.**

Background Screenings will be included, but are not limited to:

- 1) Criminal background report from: [www.protectyouthsports.com](http://www.protectyouthsports.com). **This form is filled out by the individual applying.** Also located at: [www.clintonparcs.org](http://www.clintonparcs.org) volunteer.
- 2) Reports will be reviewed by the Clinton Police Department as well.
- 3) Checks will be conducted on all new coaches, employees and volunteers. Checks will be updated every year for coaches, and every 2 to 3 years overall.

Individuals not allowed to coach based on these findings will be notified in writing in accordance with the Consumer Report section 615 of the FCRA. If the volunteer or potential employee disagrees with this decision, that individual may request an appeal by contacting the Recreation Department.

A conviction for a crime does not automatically preclude employment or volunteer service. Individual circumstances, such as: the nature and severity of the crime, the number of convictions, how long it has been since the conviction occurred, and the duties of the position will be considered. However, persons convicted of crimes against children or crimes that are sexual in nature will automatically be disqualified for employment or volunteer positions.