



**Chehalem Park and Recreation District**  
 125 S. Elliott Road, Newberg, OR 97132  
 PH (503) 537-2909 FX (503) 538-9669  
 cprdnewberg.org  
 registration@cprdnewberg.org

**EMPLOYMENT APPLICATION  
 FORM 1A**

**Application may be void if not filled out completely.**

_____ Last Name	_____ First	_____ M.I.	_____ Position Applied For
_____ Home Address			_____/_____/_____ Application Date
_____ City	_____ State	_____ Zip	_____ How did you learn about this position?
<b>Phone Number</b> (____) _____ - _____ <b>Email address</b> _____			

**REFERENCES**

Please list three persons of reference whom we may contact, preferably professionally relevant.  
 Do not include family members.

_____ Name	_____ Phone number	_____ Relationship	_____ No. of years known
_____ Name	_____ Phone number	_____ Relationship	_____ No. of years known
_____ Name	_____ Phone number	_____ Relationship	_____ No. of years known

Have you ever been employed here before? \_\_\_\_\_ If yes, please give date: \_\_\_\_\_

**PROFESSIONAL, CIVIL, OR SERVICE SOCIETIES AND MEMBERSHIPS**

Name of Organization	Offices held, Committees	Dates
_____	_____	_____
_____	_____	_____

**EMPLOYMENT HISTORY** - Attach separate sheets if needed. Attach resume (optional).

List your experience, beginning with your present or most recent position. Describe each position separately, emphasizing your professional, supervisory and committee duties. Give special attention to experience relating to the position for which you are applying.

_____ EMPLOYER	_____ FROM: MO/YEAR
_____ ADDRESS	_____ TO: MO/YEAR
_____ SUPERVISOR'S NAME AND TELEPHONE	_____ FULL TIME
_____ YOUR TITLE	_____ STARTING WAGE
_____ DUTIES (BE SPECIFIC)	_____ ENDING WAGE
REASON FOR LEAVING _____	

_____ EMPLOYER	_____ FROM: MO/YEAR
_____ ADDRESS	_____ TO: MO/YEAR
_____ SUPERVISOR'S NAME AND TELEPHONE	_____ FULL TIME
_____ YOUR TITLE	_____ STARTING WAGE
_____ DUTIES (BE SPECIFIC)	_____ ENDING WAGE
REASON FOR LEAVING _____	

**EMPLOYMENT HISTORY CONTINUED** - Attach separate sheets if needed. Attach resume (optional).

List your experience, beginning with your present or most recent position. Describe each position separately, emphasizing your professional, supervisory and committee duties. Give special attention to experience relating to the position for which you are applying.

_____ EMPLOYER	_____ FROM: MO/YEAR
_____ ADDRESS	_____ TO: MO/YEAR
_____ SUPERVISOR'S NAME AND TELEPHONE	_____ FULL TIME
_____ YOUR TITLE	_____ STARTING WAGE
_____ DUTIES (BE SPECIFIC)	_____ ENDING WAGE
REASON FOR LEAVING _____	

_____ EMPLOYER	_____ FROM: MO/YEAR
_____ ADDRESS	_____ TO: MO/YEAR
_____ SUPERVISOR'S NAME AND TELEPHONE	_____ FULL TIME
_____ YOUR TITLE	_____ STARTING WAGE
_____ DUTIES (BE SPECIFIC)	_____ ENDING WAGE
REASON FOR LEAVING _____	

EDUCATION (or professional training or study) Attach resume (optional).

**SPECIALIZED TRAINING, WORKSHOPS, INSTITUTES OR SEMINARS**

Name & Location                      Dates                      Fields of Study                      Titles of Special Courses

**AGREEMENT**

I certify that answers given herein and within the attached skills sheets are true and complete to the best of my knowledge.

I authorize investigation of all statements contained in this application for employment as may be necessary in arriving at an employment decision. Chehalem Park and Recreation District is authorized to contact my present and past employers as references and to receive from them any information about me contained in their personnel records and any evaluations of my job knowledge, skills and performance. I hereby release those contacted by the District from any liability or damage that may result from furnishing the information requested. The District may make copies of this authorization available to those contacted.

In the event of employment, I understand that false or misleading information given in my application, skill sheets or interview(s) may result in discharge. I understand, also, that I am required to abide by all policies and procedures of this agency.

May we contact your present employer without first contacting you? \_\_\_\_\_

\_\_\_\_\_  
**Signature of applicant**

\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_  
**Date**

**EQUAL OPPORTUNITY EMPLOYMENT STATEMENT**

It is the practice of Chehalem Park and Recreation District to ensure employment of individuals on an equal opportunity basis, without discrimination as to race, color, religion, national origin, disability, family relationships, worker’s compensation history, gender or age (except where gender and age are bona fine occupational qualifications) within all operations of the District.