

JCC Grossman Camp

www.grossmancamp.org
 e-mail: ssilverman@jccgb.org

Office: September 1 – mid-June
Jewish Community Centers of Greater Boston
 333 Nahanton Street, Newton, MA 02459
 Tel: (617) 244-5124 Fax: (617) 244-1289

Camp: mid-June– mid- August
 Box 341, Westwood, MA 02090
 Tel: (781) 329-9300 Fax: (781) 329-1377

EMPLOYMENT APPLICATION

Date _____

I. General Information

Name _____ Position applied for _____

Present Mailing Address _____ Street _____ City _____ State/Zip _____ Phone _____

Permanent Address _____ Street _____ City _____ State/Zip _____ Email _____

Previous Addresses within the past 5 years, if different:

_____ Street _____ City _____ State/ Zip _____

_____ Street _____ City _____ State/ Zip _____

Birthdate _____ Age _____ Sex _____ City _____ Marital Status _____ SS# _____
(if under 18) (if under 18)

Minimum salary expected _____ Available from _____ to _____ Cell # _____

Present occupation (if not presently in school) _____ Since _____

Medical Insurance Company & Policy # _____

How did you hear about this position? Be specific. _____

II. Education

	Name and Address of School	Course of Study	Dates Attended	Did You Graduate?	Degree (Specify)
High School	_____			<input type="checkbox"/> Yes	
	_____			<input type="checkbox"/> No	

College	_____			<input type="checkbox"/> Yes	
	_____			<input type="checkbox"/> No	

Other: licenses, certificates, etc. (specify)	_____			<input type="checkbox"/> Yes	
	_____			<input type="checkbox"/> No	

Jewish Education

(1) Are you currently authorized to work in the U.S.? Yes No

(2) Do you now or will you in the future require sponsorship for a work visa? Yes No

Note: All applicants hired by the Jewish Community Centers of Greater Boston will be required to present documentation prior to starting work with the Jewish Community Centers of Greater Boston that verifies identity and authorization to work in the United States in accordance with the Immigration Reform and Control Act of 1986 and Form I-9, Department of Home Land Security.

III. Work Experience

Record ALL work experience, including jobs held while attending school and/or military duty. You may include any work performed on a volunteer basis. Please provide all relevant information requested in this section, even if you are attaching a résumé as part of this application. LIST MOST RECENT JOB FIRST. Make particular note of experience in camping, teaching, or group leadership.

1. Employer:	Date Employed: From / / to / /
Address:	Telephone Number: ()
Job Title:	Supervisor:
State major responsibilities or duties:	Salary:
	Reason for leaving:
2. Employer:	Date Employed: From / / to / /
Address:	Telephone Number: ()
Job Title:	Supervisor:
State major responsibilities or duties:	Salary:
3. Employer:	Date Employed: From / / to / /
Address:	Telephone Number: ()
Job Title:	Supervisor:
State major responsibilities or duties:	Salary:
	Reason for leaving:

List groups or organizations to which you belong or belonged. Also list leadership positions held.

List hobbies and interests:

May we contact your present employer at this time? Yes No

Was your employment ever terminated involuntarily or were you ever asked to resign? Yes No

If yes, please explain _____

If in any of the positions or schools your last name was different from the one you are now using, please indicate name(s), date(s).

Have you ever been arrested, charged, or convicted of sexual abuse of a minor or of child molestation? _____

Explain _____

If you have a relative(s) who currently works for the Jewish Community Centers of Greater Boston please indicate name, position, and location:

If you have ever worked for the Jewish Community Centers of Greater Boston please answer the following:

Department/Branch	Location	Position	Dates?	Start Date	End Date

If you have ever applied for a position with the Jewish Community Centers of Greater Boston, please answer the following:

Where? _____ Date? _____

IV. Skills

Check activities listed and rate as follows: (1) can organize and teach as an expert. (2) can assume some leadership responsibility, (3) can assist in teaching, (4) unfamiliar

<input type="checkbox"/> ARTS & CRAFTS	FLUENT IN FOREIGN LANGUAGE (Check if yes)	MUSIC	SPORTS (Continued)
<input type="checkbox"/> BOARD GAMES	<input type="checkbox"/> Hebrew	<input type="checkbox"/> Song Leading	<input type="checkbox"/> Soccer
CAMP CRAFTS	<input type="checkbox"/> Russian	<input type="checkbox"/> Instruments (Please list.)	<input type="checkbox"/> Softball
<input type="checkbox"/> Camp Crafts	<input type="checkbox"/> Other (Please list.)	_____	<input type="checkbox"/> Street Hockey
<input type="checkbox"/> Hiking	_____	<input type="checkbox"/> PHOTOGRAPHY	<input type="checkbox"/> Volleyball
<input type="checkbox"/> Outdoor Cooking	<input type="checkbox"/> GUITAR-Teach	<input type="checkbox"/> ROPES/ADVENTURE COURSE	<input type="checkbox"/> Wrestling
<input type="checkbox"/> CERAMICS	<input type="checkbox"/> GYMNASTICS	<input type="checkbox"/> SEWING	<input type="checkbox"/> Yoga/Pilates
<input type="checkbox"/> CLIMBING WALL	<input type="checkbox"/> JEWELRY MAKING	SPORTS	WATERFRONT ACTIVITIES
DANCE	JEWISH PROGRAMMING	<input type="checkbox"/> Archery	<input type="checkbox"/> Boating
<input type="checkbox"/> Israeli	<input type="checkbox"/> Ceremonies	<input type="checkbox"/> Basketball	<input type="checkbox"/> Lifeguard Training
<input type="checkbox"/> Modern	<input type="checkbox"/> Jewish Customs	<input type="checkbox"/> Batting Cages	<input type="checkbox"/> Red Cross W.S.I.
<input type="checkbox"/> DRAMA	<input type="checkbox"/> Songs	<input type="checkbox"/> Fencing	<input type="checkbox"/> Swimming
<input type="checkbox"/> FISHING	<input type="checkbox"/> KNITTING	<input type="checkbox"/> Football	MISCELLANEOUS
<input type="checkbox"/> FRISBEE	<input type="checkbox"/> MOUNTAIN BIKING	<input type="checkbox"/> Karate	<input type="checkbox"/> C.P.R. Training Completed
		<input type="checkbox"/> Newcomb	<input type="checkbox"/> E.M.T. Certified
			<input type="checkbox"/> Games
AGE PREFERENCE (rank in order; 1, 2, 3, etc.)			
___ 5-6 year olds	___ 11-12 year olds		<input type="checkbox"/> Mah Jongg
___ 7-8 year olds	___ 13-15 year olds		
___ 9-10 year olds			

REFERENCES: List three references (employers, supervisors and school administrators) who could comment on your abilities and experience in working with children:

Name

Address

Daytime Phone

1. _____

2. _____

3. _____

V. Information for Applicants

The Jewish Community Centers of Greater Boston is an Equal Employment Opportunity Employer and does not discriminate on the basis of race, color, religion, national origin, ancestry, sex, sexual orientation, physical or mental disability, marital or veteran status, age or other protected status. Religion will not be considered a factor except where it is a bona fide occupational qualification and necessary to fulfill the Agency's mission.

It is unlawful in Massachusetts to require or administer a lie detector test as a condition of employment or continued employment. An employer who violates this law shall be subject to criminal penalties and civil liabilities.

Before answering the following questions, please read carefully the paragraphs printed below.

An applicant for employment with a sealed record on file with the Commissioner of Probation may answer "no record" with respect to an inquiry herein relative to prior arrests, criminal court appearances or convictions. In addition, any applicant for employment may answer "no record" with respect to any inquiry relative to prior arrests, court appearances and adjudications in all cases of delinquency or as a child in need of services that did not result in a complaint transferred to the Superior Court for criminal prosecution.

Have you ever been convicted of a felony? Yes No

If yes, please explain: _____

Have you been convicted of a misdemeanor? (Do not include a prior first-conviction for drunkenness, simple assault, speeding, minor traffic violations, affray or disturbance of the peace, or a conviction for any misdemeanor where the conviction occurred or any prison sentence ended five or more years ago [whichever date is later], unless you have been convicted of another offense within the last five years.)

Yes No

If yes, please explain: _____

We may conduct an investigation regarding your character, employment, education, credit and criminal history prior to extending an offer of employment and at any time during your employment. Should we deny or terminate your employment wholly or in part on the basis of information contained in a consumer report supplied to us by a consumer reporting agency, we will supply to you the name and address of that agency.

VI. Applicant's Certification and Agreement

I understand that this application is current for 60 days. If I still wish to be considered at the end of this period, I must fill out a new application.

I understand that if I am hired by the Jewish Community Centers of Greater Boston I will be employed on an at-will basis, which means that I will be free to resign at any time, and that the Jewish Community Centers of Greater Boston reserves the right to terminate the employment at any time, with or without cause, regardless of the date of payment of my wages and salary. I understand that if I am hired, I will be required to abide by the rules and regulations of the Jewish Community Centers of Greater Boston.

The information I have supplied in this application or as a part of the application process is true and complete. I understand that any false statement or significant omission by me in the application or application process may be cause for dismissal if discovered at a later date.

I hereby authorize the Jewish Community Centers of Greater Boston to investigate the information I have furnished on this application, and I understand that employment is subject to acceptable educational references, employment references, and other references, as applicable.

Date _____

Signature _____