



Municipality of Princeton

380 Witherspoon Street
Princeton, NJ 08540-3496
Taariq Parker
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Thank you for your interest in working for the Princeton Recreation Department (PRD) Summer Day Camp. Joining **TEAM PRD** is a wonderful opportunity to gain valuable work experience during the summer months. There are many benefits to being part of our team including competitive hourly pay, working outdoors and no weekend work commitment.

To be a successful part of **TEAM PRD**, you will have to be a mature, creative, responsible, fun, punctual, hard-working, self-motivating and most of all – energetic applicant! Our Day Camp will host over 250 young kids this summer and they demand and deserve counselors that truly care about making each day great.

There are some important things to keep in mind before you apply for a job with TEAM PRD:

- 1) Our summer day camp is 8 weeks long (June 22, 2020 – August 14, 2020) – if we hire you, we expect you to be here every single day! (Illness or family emergencies are exceptions to the rule.) As camp attendance fluctuates throughout the summer, staff can request time-off from work but there is never any guarantee that it will be approved.
- 2) Applicant for counselor positions **MUST** have completed 10th grade as of 6/22/2020.
- 3) **MANDATORY** Staff Orientation will be held on dates between 6/13/20 – 6/21/20.
- 4) There is no camp on Friday, July 3rd.

Applications are due by March 8, 2020. Once the submission window has closed, we will begin to review the applications that have been submitted. As we determine how many new positions need to be filled, we will start to e-mail & call applicants to set up interviews. Please keep in mind that not all applicants will get an interview. Sometimes, our focus will be narrowed based on a number of factors, including how many male or female counselors we need to hire, how many 2019 staff members return in 2020 and how many campers are registered.

If you think you would be a great fit to **TEAM PRD** – give it a shot and submit this application! The application deadline is Sunday, March 8, 2020.

PRINCETON RECREATION DEPARTMENT

380 Witherspoon Street - Princeton, NJ 08540 - p: 609-921-9480 - f: 609-688-2040

www.princetonrecreation.com

Date: _____

Seasonal Employment Application

Please Print

Name (Last, First): _____

Address: _____

City, State & Zip: _____ Date of Birth: _____

Phone (Cell): () _____ Email: _____ @ _____

Please list position(s) applied for: _____

Expectations and Requirements for all Positions:

- Be courteous in dealing with the general public and staff members
- Some positions may require working weekends, holidays and irregular hours
- Certain positions require applicant be a minimum of 18 years of age
- If under 18 years of age, working papers are required prior to start date

Have you been previously employed by the Princeton Recreation Department: _____ Yes _____ No

If yes, give date _____

If hired, please list the date you can begin working: _____

Do you possess a valid driver's license: _____ Yes _____ No

Are you legally eligible to work in the United States of America: _____ Yes _____ No

If you are under eighteen years of age, can you provide proof of eligibility to work: _____ Yes _____ No

Pursuant to Federal Law, proof of US Citizenship or immigration status will be required if you are hired.

NJ Residency required by State Statute R.S.52:14-7

Princeton Recreation Department is an Equal Opportunity Employer M/F/V/D

Education:

School:	Years completed: (Circle)	Graduated: (Circle)	Major Field:
High:	1 2 3 4	Yes No	
College:	1 2 3 4	Yes No	
Other:	1 2 3 4	Yes No	



EMPLOYMENT HISTORY							
From Month/Yr	To Month/Yr	Name and Location of Organization	Position Title	Final Pay Rate	Supervisor/Phone	May We Contact for a Reference?	Reason for Leaving

Please list any upcoming dates/times of day when you are not able to work: _____

Please list all current certifications: _____

References:

Name & Organization:	Position/Title:	Phone Number:

Understandings and Agreements:

As an applicant for a position with the Princeton Recreation Department, I understand and agree that I must provide truthful and accurate information in this application. I understand that my application could be rejected if any information is not complete, true and accurate. If hired, I understand that I may be separated from employment if PRD later discovers that information on this form was incomplete, untrue, or inaccurate. I give PRD the right to investigate the information I have provided, talk with former employers (except where I have indicated they may not be contacted). I give PRD the right to secure additional job-related information about me. I release PRD and its representatives from all liability for seeking such information. I understand that PRD is an equal-opportunity employer and does not discriminate in its hiring practices. I understand that PRD will make reasonable accommodations as required by the Americans with Disabilities Act. I understand that, if employed, I may resign at any time and that PRD may terminate me at any time in accordance with its established policies and procedures. No representatives of PRD may make any assurances to the contrary. I understand that any offer of employment may be subject to job-related medical, physical, drug, or psychological tests. I also understand that some positions may involve complete background and criminal checks. For your application to be considered, you must sign and date below.

Applicant's Signature _____ Date _____