CITY OF SPOKANE
PARK OPERATIONS
APPLICATION FOR EMPLOYMENT

This application is for temporary seasonal employment with the Park Operations Department of the City of Spokane Division of Parks and Recreation for positions at Manito Park.

Duties: **Watering, Janitorial, and Grounds Keeping.**

Location: **Manito Park**
4 West 21st Ave
Spokane, WA 99203

Applicants must meet the following requirements:

- **Must be 18 years or over.**
- **Must possess a valid Driver's License with a good driving record.**
- **Must pass a Criminal Background Check.**
- **Perform routine maintenance in a municipal park; duties are medium to heavy in nature.**
- **Enough strength to lift and carry materials weighing up to 50 lbs.**
- **Enough mobility to walk, bend and stoop.**
- **Enough stamina to stand and work for up to four hours at a time with a 15 minute break.**
- **Tolerance to work under adverse conditions such as outdoors in heat and cold.**

Please complete application and return to:

Manito Park
4 West 21st Ave
Spokane, WA 99203
(509) 625-6692
Hours: 7:30 to 4 pm
Or email to: snittolo@spokanecity.org

CITY OF SPOKANE PARKS & RECREATION OPERATIONS

CITY OF SPOKANE PARKS & RECREATION OPERATIONS

Park Operations
2304 E Mallon
Spokane, WA 99202
(509)363-5455

CITY OF SPOKANE

An Equal Opportunity Employer

TEMPORARY SEASONAL EMPLOYMENT APPLICATION

All questions on this form must be answered in complete detail. If a question does not apply to you, write "NA" (Not Applicable).
PLEASE PRINT OR TYPE ALL INFORMATION

PERSONAL

Position Applied For: _____

Name: _____
Last *First* *M.I.*

Mailing Address: _____
Number *Street* *City* *State* *Zip*

Email Address: _____ Day Phone: ( ) _____

Cell Phone: ( ) _____ Are you over age 18? Y N

EDUCATION

	Name of School	Years Attended	Year Graduated
High School:			
College:			
Trade School:			

Major: _____ Degree: _____

Other Schools Attended: _____

SKILLS

Typing speed: ___ WPM ___ KPM Shorthand Speed: _____WPM (For clerical applicants only)

Trade Skills (plumbing, electrical, carpentry, etc): _____

_____

Heavy Equipment Operated: _____

_____

MISCELLANEOUS

Answer all of the following by placing an "X" in the proper column.
If an answer to any question is "YES", explain on the reverse side.

	YES	NO
1. Have you worked for the City prior to this time?	☐	☐
2. Do you have a relative who works for the City of Spokane? If so, please give that relative's name and the department he/she works in: _____	☐	☐
3. Have you ever been discharged (fired) or resigned (quit) in lieu of discharge, except for lay off because of lack of work?	☐	☐

EMPLOYMENT HISTORY

Beginning with your present position, or more recent employment and working back to school graduation if necessary, list the last three positions you held:

May inquiries be made of your present employer? YES ☐ NO ☐

1. Employer: _____
   Employer Address: _____ Phone: _____
   Immediate Supervisor: _____
   Job Title: _____
   Dates Worked: _____ Reason for Leaving: _____
   Job Responsibilities: _____
   _____

2. Employer: _____
   Employer Address: _____ Phone: _____
   Immediate Supervisor: _____
   Job Title: _____
   Dates Worked: _____ Reason for Leaving: _____
   Job Responsibilities: _____
   _____

3. Employer: _____
   Employer Address: _____ Phone: _____
   Immediate Supervisor: _____
   Job Title: _____
   Dates Worked: _____ Reason for Leaving: _____
   Job Responsibilities: _____
   _____

4. Employer: _____
   Employer Address: _____ Phone: _____
   Immediate Supervisor: _____
   Job Title: _____
   Dates Worked: _____ Reason for Leaving: _____
   Job Responsibilities: _____
   _____

COMMENTS

Use this space for necessary explanations. (Indicate question). List any other directly related experience. If more space is needed, please attach sheet.

_____
_____
_____
_____
_____

NOTE: A pre-employment physical and/or drug test may be required depending on the position applying for.

OATH OF APPLICATION

I hereby certify that I have read all of the above questions and statements and fully understand their intent and meaning. I further certify that all responses are true and correct to the best of my knowledge and belief.

I understand and agree that all statements in this application are subject to investigation and verification. I am aware that any false or dishonest answer to any question on this application shall be grounds for dismissal if already appointed.

Signature: _____ Date: _____

SUPPLEMENTAL APPLICATION FOR EMPLOYMENT

PARK OPERATIONS
4 West 21st Ave
Spokane, WA 99203
(509) 625-6692

(Please type or print clearly)

Name: _____ *Today's Date:* _____

Address: _____ *Day Phone:* _____

City/State/Zip: _____ *Cell Phone #:* _____

E-mail address: _____

PARK MAINTENANCE SKILLS

Please use the space provided to detail your experience with the below categories. If you require additional space please attach a supplemental document to this application. Please BE SPECIFIC in your responses. Power equipment operated (*mowers, edgers, etc.*) _____

_____

Heavy equipment operated (*tractors, backhoe, etc.*): _____

_____

Trade Skills (*plumbing, irrigation, electrical, carpentry, etc.*): _____

_____

What experience have you had with greenhouse work, trees, turf care, and plants in general?

_____

List other special training, workshops, and skills you have that may qualify you for this position:

_____

High School and College Maintenance or Horticulture related courses: _____

_____

Are you able to perform heavy labor? Yes____ No____(You may be asked to demonstrate)

Are you at least 18 years old? Yes_____ No_____

Do you have a valid Washington State Driver's License? Yes_____ No_____ (If no, which state?) _____
Do you have a valid CDL? Yes_____ No_____

Any other Certifications or Licenses? _____

_____

Have you had any moving citations/accidents in the last 3 years? Yes_____ No_____ If yes, please explain: _____

Availability: Full Time Part-time Temporary Summer

Date Available:_____ Hours Available:_____

NOTE: If hired, this will be temporary work. There are no fringe benefits. Work is subject to weather and business conditions. You may not be guaranteed a certain number of hours per week. You may be required to work nights, days, weekends, and/or holidays. Temporary/seasonal employees can work no more than 960 hours in one 12- month period.