



Human Resources Department
City of Milford
70 West River Street
Milford, CT 06460
(203) 783-3239

An Equal Opportunity Employer

SEASONAL APPLICATION

Circle Selection(s)

Camp Happiness Counselor / Lifeguard / Playground Counselor

RECREATION SEASONAL

Position applying for

PLEASE TYPE OR PRINT CLEARLY IN BLACK INK. All blanks must be completed in order for application to be considered.

Applicants must be 16 years or older prior to employment start date.

DO NOT WRITE IN THIS SPACE

- ☐ Q Rev. by: _____
- ☐ NQ _____
- ☐ Educ _____
- ☐ Exp _____
- ☐ Not City EE _____
- ☐ Other _____

PERSONAL INFORMATION

Last Name _____ First Name _____ M.I. _____ Other names by which you have been known _____ 000- _____
-Last 6 digits of Soc. Sec. No.

Present Address: _____ How long at this address? _____
No. and Street City State Zip Code Years/Months

Mailing address (if different from residence address) _____
No. and Street City State Zip Code

Home Telephone _____ Cellular _____ Email _____

In case of emergency, notify:

Name _____ Relationship _____ Telephone Number _____

List any relatives or members of your household who are employed by the City of Milford

Name(s) _____ Job Title _____ Department _____

EMPLOYMENT

Can you perform the essential functions of the job for which you are applying, with or without a reasonable accommodation? ☐ Yes ☐ No

If no, please explain: _____

Have you ever been discharged or asked to resign? ☐ Yes ☐ No

If yes, please explain: _____

RELEVANT WORK EXPERIENCE

Next to each work area, please indicate your experience in this field. It is important that you be specific and provide as much information as possible. Include the amount of time you spent doing this type of work and for whom. How many years/months? If this was part of your job, what percentage of your time was spent doing it? If selected your starting rate of pay will be commensurate with your experience as notes in this application.

Employer	FROM	TO	TOTAL TIME
Your job title			
		Hours per week	
TRUCK DRIVING/PLOWING or ROAD CONSTRUCTION/MAINTENANCE:			

Employer _____ Your job title _____	FROM	TO	TOTAL TIME
		Hours per week _____	
OTHER WORK:			

SPECIAL SKILLS - FIELD

Snowplowing:

Describe any experience you may have had snowplowing. Include the size of the plow(s) you have driven, number of months/years of snow plowing experience and type of area(s) plowed (roads, driveways, parking lots):

Light Equipment:

What best describes your skill level with a payloader?

☐ Excellent ☐ Very good ☐ Good ☐ Fair ☐ Never Used

What best describes your skill level with a backhoe?

☐ Excellent ☐ Very good ☐ Good ☐ Fair ☐ Never Used

What best describes your skill level with a small tractor?

☐ Excellent ☐ Very good ☐ Good ☐ Fair ☐ Never Used

Heavy Equipment:

What best describes your skill level with a grader?

☐ Excellent ☐ Very good ☐ Good ☐ Fair ☐ Never Used

What best describes your skill level with a Cat 225 excavator?

☐ Excellent ☐ Very good ☐ Good ☐ Fair ☐ Never Used

What best describes your skill level with a bulldozer?

☐ Excellent ☐ Very good ☐ Good ☐ Fair ☐ Never Used

OTHER TRAINING, SKILLS, AND/OR LICENSES

Other Training/Certifications (special courses, work training programs, armed forces training) related to the job for which you are applying. Give name and location where training was given, dates attended, subject of training, total number of training hours, and other details.

Summarize any other special skills or abilities relating to the job you want, such as: licenses, machines you are able to operate, languages you speak and read or write well, computer skills besides those mentioned above, and any other special abilities or knowledge.

DRIVER'S LICENSE

DRIVER'S LICENSE: If the position for which you are applying will require you to operate a vehicle:

- (1) You must possess a valid driver's license,
- (2) Any special endorsements must be current and valid,
- (3) If you are offered employment by the City of Milford, and if your driver's license is from another state, you will be required as a condition of employment to obtain a valid Connecticut Driver's License before you can begin work.

Do you have a valid driver's license: Yes ☐ No ☐ State _____

Expiration Date _____ Classification _____ License # _____

Endorsements: _____

FINALISTS WILL BE REQUIRED, UPON NOTIFICATION, TO SUBMIT A COPY OF THEIR DRIVING ABSTRACT. Note: Driving abstracts may be obtained at any Connecticut Department of Motor Vehicles office. This fee is at the finalist's expense.

SIGNATURE of APPLICANT _____

DATE _____



INVITATION TO SELF-IDENTIFY



City of Milford

Recreation Seasonal

Position applying for
(use the title that appears on the job announcement)

SECTION 1: CANDIDATE INFORMATION

It is the policy of the City of Milford to recruit, hire, and promote qualified people in all job classifications regardless of age, race, gender, color, religion, creed, national origin, marital or veteran status, sexual orientation, gender identity or expression, disability or any other legally protected status, unless they are bona-fide occupational qualifications.

The following information is needed for compliance with governmental reporting requirements. While completion of this section is voluntary, all applicants are strongly urged to complete this as part of the pre-employment process. Applicants so choosing, may identify on the form that they have chosen not to provide the City of Milford with the requested information by checking the appropriate box in Section 4. This information will not affect in any way your employment opportunities. The information obtained will be kept confidential and may only be used in accordance with the provisions of applicable federal laws, executive orders, and regulations, including those which require the information to be summarized and reported to the Federal Government for civil rights enforcement purposes.

SECTION 2: GENERAL INFORMATION

Name _____ Date _____

Social Security Number 000 _____ (Last six digits ONLY)

SECTION 3: STATISTICAL INFORMATION

PLEASE ANSWER THE FOLLOWING QUESTION:

What is your race/ethnicity? (Please mark the **ONE BOX** that describes the race/ethnicity category with which you primarily identify.)

- Race/Ethnic Identification
- ☐ American Indian or Alaska Native (Not Hispanic or Latino) All persons having origins in any of the original peoples of North and South America (including Central America), and who maintains tribal affiliation or community attachment.
- ☐ Asian (Not Hispanic or Latino) All persons having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian Subcontinent including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Phillipine Islands, Thailand, and Vietnam.
- ☐ Black or African American (Not Hispanic or Latino) All persons having origins in any of the black racial groups of Africa.
- ☐ Hispanic or Latino All persons of Cuban, Mexican, Puerto Rican, Central or South America, or other Spanish culture or origin, regardless of race.
- ☐ Native Hawaiian or Other Pacific Islander (Not Hispanic or Latino) All persons having origins in any of the original peoples of Hawaii, Guam, Samoa, or Pacific Islands.
- ☐ White (Not of Hispanic or Latino origin.) All persons having origins in any of the original peoples of Europe, the Middle East, or North Africa.
- ☐ Two or more races A person who primarily identifies with two or more of the above race/ethnicity categories.
- Gender ☐ Male ☐ Female

SECTION 4: NON-PARTICIPATION

Please check box if applicable

I have read the above statement and have chosen not to complete this form. ☐

SECTION 5: RECRUITING INFORMATION

How did you hear about this job? (Please check one.)

<input type="checkbox"/> Milford Mirror	<input type="checkbox"/> Human Resources or Department Bulletin Board
<input type="checkbox"/> Other newspaper (give name):	<input type="checkbox"/> Community Agency (give name):
<input type="checkbox"/> City Website	<input type="checkbox"/> Professional Journal (give name):
<input type="checkbox"/> Internet (list site):	<input type="checkbox"/> Other (please specify):
<input type="checkbox"/> City Employee	



APPLICANT DISCLOSURE FORM



NOTE:

THIS INFORMATION WILL BE REVIEWED ONLY BY MEMBERS OF THE
HUMAN RESOURCES DEPARTMENT AND HIRING MANAGERS.

City of Milford

CRIMINAL CONVICTION INFORMATION

Have you ever been convicted of any offenses other than juvenile, youthful offender, or a minor traffic violation?

Yes ☐

No ☐

Have you ever been disqualified for a position with the City of Milford due to a criminal conviction or failure to disclose a criminal conviction record? If yes, list the job title and date of disqualification;

Yes ☐

No ☐

Job Title: _____ Date of Disqualification: _____

Applicants are required to disclose the existence of *any* criminal conviction, regardless of the nature, date or location thereof, with the exception of minor traffic violations or an arrest, criminal charge, or conviction that has been erased. The types of records subject to erasure under Connecticut law are as follows: (a) a finding of delinquency or that a child was a member of a family with service needs; (b) a sentence as a youthful offender; (c) a criminal charge that was dismissed or "nolled;" (d) a criminal charge for which the person was found not guilty; or (e) a conviction for which the person received an absolute pardon.

The information provided below is subject to the terms of the "Pre-Employment Statement" on Page 5 of this application. A criminal conviction will not necessarily result in the rejection of this application, but will be considered as it relates to the nature of the position sought, and in light of any applicable state and federal law.

Name (Print)

Title of Position Sought

Applicant's Signature

Date

DATE OF CONVICTION	OFFENSE	DATE OF ARREST	PLACE OF ARREST (City/State)	SENTENCE