

SUMMER JOBS AT ROBBINS PARK - 2010

Students entering grades 10 and up in the 2010-11 school year and are a minimum age of 14 are invited to submit applications for summer positions at Robbins Park.

Robbins Park seasonal employment extends from (tentative dates) Thursday, June 24 through Friday, August 20 (8 weeks; with other dates as needed).

GENERAL WORKERS - *must be at least entering grade 10.* These individuals do not need previous environmental education experience but must have a demonstrated ability to handle physical work, an ability to complete assigned tasks independently or in small groups and a willingness to be flexible regarding tasks assigned and availability to work. Typical work includes, but is not limited to, chipping trails, painting, gardening, trail maintenance and custodial tasks. Workers may be called upon periodically to assist with supervision of a large group visiting the park. Minimal teaching responsibilities may be assigned. Maintenance Workers are directed and supervised by the RP Caretaker and/or Upper Dublin Township Parks Crew supervisors.

(Level 4) Wages: start at \$8.00 per hour
8 week program, Monday through Friday
max. 30 hours/week – 8:30a-3p (unpaid 30 min. lunch)

Returning staff with good past performance evaluations that apply by 3/1 will be given first consideration for open positions.

New applicants will be considered after that time.

ALL APPLICANTS WILL BE NOTIFIED OF THEIR STATUS.

Please note:

- ***Previous employment with the Township does not guarantee rehire.***
- ***The Township reserves the right to determine which employment opportunities to offer an applicant.***
- ***Once hired, continued employment is dependent upon adherence to work rules as well as demonstrated abilities, maturity and dependability.***
- ***Note on your application any vacation, school or travel plans (dates/duration) you have made that coincide with summer employment dates.***
- ***General Workers will be required to purchase and wear sturdy work boots while on site. Attire appropriate for location and work being completed is expected.***

FOR OFFICE USE ONLY:

Date Rec'd _____

1st Postcard _____

2nd Postcard _____



**UPPER DUBLIN TOWNSHIP
DEPARTMENT OF PARKS & RECREATION
APPLICATION for
SEASONAL EMPLOYMENT AT
ROBBINS PARK - 2010**

Employee Information:

Name: _____ Email: _____

Address: _____ Home Phone: _____

_____ ZIP _____ Work/School Phone: _____

Municipality in which you reside: Upper Dublin Township Other: _____

School/College Attending: _____ Year in School: Fresh. Soph Jr. Sr.

Current Employer: _____ Phone: _____

Check the position(s) for which you are applying:

RP Gardener (seasonal)

RP SUMMER General Worker

Other: _____

Work History with Upper Dublin Township:

Have you previously worked for UDP&R or Robbins Park? YES NO

If YES, in what capacity? _____ When? _____

Who was your supervisor? _____

Please list three (3) current references other than family members:

Reference Name

Daytime Telephone

Relationship to Applicant

1 _____

2 _____

3 _____

please complete other side

Policy Statement:

It is the policy of Upper Dublin Township to employ qualified candidates in all part-time and seasonal parks and recreational leadership and supervisory positions. Openings will be advertised and filled consistently with the needs of the department with the purpose of structuring positions to comply with the department philosophy of providing quality leisure opportunities within accepted moral, social and physical parameters.

Upper Dublin intends to fully comply with the regulations established by the Americans with Disabilities Act.

Upper Dublin Township reserves the right to deny employment to any applicant based on valid concerns as to the applicant's maturity, abilities or qualifications relevant to the position sought.

I have read and understand the above statement of policy. I further understand that any false or misleading statements made on this application will prevent me from being hired or retaining employment.

Signature: _____

Date signed: _____

Print Name: _____

Date of Birth: _____

Criminal History Record / Child Abuse History Clearance – separate forms.

- Everyone age 18 or older applying for UDP&R employment is required to provide UDP&R with a current, original Criminal History Record Check (SP4-164) report.
- Anyone age 18 or older, wishing to work in programs with participants under age 18, is required to also provide UDP&R with a current, original Pennsylvania Child Abuse History Clearance (CY-113) report.
- Fees for reports are the responsibility of the applicant.
- Please ask UDP&R for copies of report request forms, if needed. Both are available on the Internet at www.state.pa.us > Most Requested Forms > subject search by "Criminal Background Check."

INDICATE CURRENT CERTIFICATIONS:
(Preferred, not required)

____ CPR
____ 1st Aid

card expires: _____
card expires: _____

INDICATE T-SHIRT SIZE:

____ Adult Small

____ Adult X-Large

____ Adult Medium

____ Adult 2X-Large

____ Adult Large

____ Adult 3X-Large

Unless otherwise noted, completed and signed applications for employment should be returned to:

SEASONAL EMPLOYMENT APPLICATION
DEPT. OF PARKS & RECREATION
Upper Dublin Township
801 Loch Alsh Ave.
Fort Washington, PA 19034

Questions? Call (215) 643-1600 x3443