

Thank you for your interest in working for Campus Recreational Sports. Ask Member Services (SRSC 115 or Wildermuth Intramural Center) or visit RECSports.INDIANA.EDU to find out when the next job opportunity session is being held and submit this application at the end of the session. Be sure to complete all areas of this application and list the position you wish to be considered for. A resume and copy of certifications are preferred if available.

CONTACT INFORMATION

Name (Last) _____ (first) _____ (middle) _____

Local Address _____ City _____ State _____ Zip _____

Email Address _____ Phone (_____) _____

Permanent Address _____ City _____ State _____ Zip _____

EMERGENCY CONTACT • Person to notify in case of emergency

Name _____ Relationship _____

Address _____ City _____ State _____ Zip _____

Primary Phone (_____) _____ Secondary Phone (_____) _____

EDUCATIONAL HISTORY

School	Name and Location	Highest Grade Completed	Major	Date of Leaving/Expected Graduation
High _____		9 10 11 12		_____
College _____		Fresh. Soph. Jr. Sr. Grad.		_____
Post Graduate _____			Certificates _____	
Foreign Languages Fluent In _____				
Honors, Awards, or Leadership Positions Held _____				

PERSONAL DATA

Are you over 18 years of age? Yes No

Are you legally authorized to work in the U.S.A.? Yes No

If required for the position, do you hold a valid driver's license? Yes No

What is your background? (optional) Caucasian Asian American African American Hispanic Native American Indian Other (specify) _____ International (specify) _____

Have you ever been convicted of a crime other than a minor traffic violation? Yes No

*Convicted means you were declared guilty by a judge or you pleaded guilty in court. A conviction may have even taken place if you did not pay a fine or spend time in jail or in prison. A conviction could have been for either a misdemeanor or a felony. For IU purposes, driving while under the influence, driving on a suspended license, reckless driving, leaving the scene of an accident, and vehicular homicide are **not** minor traffic violations and must be declared (whether the result is a ticket or a more severe penalty). Minor traffic violations that result in tickets do not need to be declared. A criminal history investigation is done on each new employee, and employment with the University is conditional, subject to the findings of a criminal history investigation. Answering yes to this question does not automatically disqualify you for employment; however, information obtained from the investigation will be used in the employment review process.*

If yes, you must disclose for each offense: date, charge, city, state and disposition:
(Include type of offense (e.g., misdemeanor, felony) and judgement (e.g., guilty, conditional dismissal).)

GENERAL INFORMATION

Do you have work study? Yes No If yes, How much? _____ Have you checked for eligibility? Yes No

Are you a current Indiana University employee? Yes No

If yes, date started, position, location, and the number of hours per week you work: _____

Have you ever been employed by Indiana University in the past? Yes No

If yes, your name (if different), date started and left, position, and location: _____

Do you currently participate in Recreational Sports activities? Yes No If yes, what activities? _____

When are you available to work? (check all that apply) Fall Spring Summer I Summer II

Can you work evenings and weekends? Yes No

Please check the time of day you are available to work. Applicants may be scheduled to work at any Recreational Sports facility.

Morning: 6 a.m.-Noon Afternoon: Noon-6 p.m. Evening: 6-11:30 p.m.

PREVIOUS EMPLOYMENT

Please list in chronological order beginning with your current or most recent position. If no previous employment, please list personal references.

Employer's name, address and phone number	Employment Dates To and From (month/year)	Your position, duties, and supervisor's name	Base Wage/Salary	Reason for Leaving

POSITIONS

Refer to the Recreational Sports Employment Opportunities web site at RECSports.Indiana.edu for job descriptions. Minimum one year commitment preferred. All positions require CPR, AED, Standard First Aid, Indiana University Recreational Sports Risk Management Workshop, and UP:PDT certifications except where noted. These certifications can be acquired through Campus Recreational Sports if you are hired, but are not necessary to apply. These certifications will prepare you to properly handle emergencies at our facilities.

*** Please indicate any certifications you currently hold and the date of expiration**

AQUATICS

Lifeguard • *Additional certifications: Lifeguarding*

Swimming Instructor • *Additional certifications: WSI*

*** Lifeguard Certified (Expiration Date: _____)**

*** Water Safety Instructor (Expiration Date: _____)**

FACILITY SUPPORT

Maintenance Assistant

Labor Assistant

Labor Mechanic

FITNESS/WELLNESS

Personal Trainer • *Resume required. Additional certifications: Personal Training*

Group Exercise Leader *Additional certifications: Group Exercise*

Strength and Conditioning Consultant

*** Group Exercise Certification (ACSM, ACE, OTHER: _____)**

*** Certified Personal Trainer (ACSM, ACE, OTHER: _____)**

INFORMAL SPORTS

Informal Sports Supervisor

INFORMATION TECHNOLOGY

Student Assistant

INTRAMURAL SPORTS

Intramural Sports Official

• No experience necessary • No certifications required • Training is provided

Intramural Sports Supervisor

MARKETING

Marketing Assistant

Assistant Graphic Designer • *Students must have skills in Adobe CS5*

Photographer

Videographer

Web Coordinator

MEMBER SERVICES

Member Services Associate

Parking Operations Attendant

WIC/SRSC Equipment Desk

Women's Locker Room

OUTREACH PROGRAMS

Outreach Programs Assistant

LIST THE POSITION YOU ARE APPLYING FOR: _____

(This application will only be distributed to ONE department)

SIGNATURE

Notice: Indiana University is an Equal Opportunity/Equal Access/Affirmative Action institution. IU intends to maintain an alcohol and drug-free workplace and to comply with the Drug Free Workplace Act of 1988 and its amendments. To that end, all employees must comply with the University's Substance Free Workplace policy. For crime statistics and crime prevention programs on Indiana University campuses, see Indiana University's Clery Act Notice page.

I certify that all the information given in this application is true. I understand that any false statement made herein or omission of convictions or current criminal charges is sufficient reason for rejection of this application or termination of subsequent employment regardless of date of discovery. I further authorize the University to investigate all statements made on my application for employment. I authorize such educational institutions and employers and others (and their agents or employees) to respond to questions concerning information given on this application and I further release from liability such former employers, institutions, or persons providing such information to the University.

I understand that an offer of employment from Indiana University will be contingent on the receipt and evaluation of the background check report. Disclosure of convictions within this application does not automatically disqualify me for employment; however, information obtained from the investigation will be used in the employment review process.

I agree that the university may require my participation in and contribution to retirement programs while employed. I also understand that the direct deposit of my paycheck to my personal checking or savings account is a condition of employment. I understand that no offer of benefits such as a pension plan, insurance, vacation, or salary rate is final until cleared by Human Resources, and fully approved by appropriate university officials.

I have carefully read and understand this statement and, by my signature below, note such.

Signature _____ Date _____

All questions and statements must be answered in full or your application will not be processed.