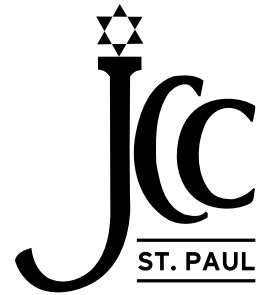


Application for Employment

THE ST. PAUL JCC IS AN EQUAL OPPORTUNITY EMPLOYER

We consider applicants for all positions without regard to race, color, creed, religion, gender, sexual orientation, age, disability, national origin or any other classification protected by law. We comply with applicable federal, state and local laws regarding reasonable accommodations for applicants and employees with disabilities.



Personal Information

Today's Date: _____

Name				
Address		City	State	Zip Code
Home phone number	Cell phone number		Email	
Are you under 18 years of age? Yes <input type="checkbox"/> No <input type="checkbox"/>		If you are under 18 years of age, can you provide required proof of eligibility to work? Yes <input type="checkbox"/> No <input type="checkbox"/>		
Are you a U.S. citizen or authorized to work in the U.S.? (Note: All new hires will be required in accordance with federal law to prove eligibility to work in the U.S.) Yes <input type="checkbox"/> No <input type="checkbox"/>				

Employment Desired

Position		Days & hours available	Full-time, part-time or seasonal
Are you currently employed? Yes <input type="checkbox"/> No <input type="checkbox"/>		If so, may we contact your present employer? Yes <input type="checkbox"/> No <input type="checkbox"/>	Date available to start
Have you ever applied to this JCC before? Yes <input type="checkbox"/> No <input type="checkbox"/>		Have you ever worked for a JCC before? Yes <input type="checkbox"/> No <input type="checkbox"/>	Salary requirements

Name & Location of School

Course of study

Years completed

Degree, Diploma or Equivalent

High School				
College				
Trade, Business or Correspondence School				
Graduate School				

Special Skills - Special training/skills/experiences relevant to the position for which you are applying

All applicants (18 yrs and older) are required to undergo a criminal background check. Have you been convicted of a crime or offense of any kind? Yes No

(Note: You need not list any conviction that has been expunged, sealed or statutorily eradicated. A conviction record will not necessarily bar an applicant from employment. Factors such as relation to the job, age and time of offense, seriousness and nature of violations, and efforts at rehabilitation will be taken into account.)

If yes, specify:

Please Read Carefully and Sign Below

I hereby certify that I have not knowingly withheld any information that might adversely affect my chances for employment and that the answers given by me are true and correct to the best of my knowledge. I further certify that I, the undersigned applicant, have personally completed this application. I understand that any oral communication, or omission or misstatement of material fact on this application or on any document used to secure employment shall be grounds for rejection of this application or for immediate discharge if I am employed, regardless of the time elapsed before discovery.

I hereby authorize the St. Paul JCC to thoroughly investigate my references, work record, education and other matters related to my suitability for employment and, further, authorize the references I have listed to disclose to the company any and all letters, reports and other information related to my work records, without giving me prior notice of such disclosure. In addition, I hereby release the St. Paul JCC, my former employers and all other persons, corporations, partnerships and associations from any and all claims, demands or liabilities arising out of or in any way related to such investigation or disclosure. I understand that prior to an offer of employment, the St. Paul JCC has a policy of conducting a criminal background check.

I understand that nothing contained in the application, or conveyed during any interview which may be granted or during my employment, if hired, is intended to create an employment contract between me and the company. In addition, I understand and agree that if I am employed, my employment is for no definite or determinable period and may be terminated at any time, with or without prior notice, at the option of either myself or the company, and that no promises or representations contrary to the foregoing are binding on the company unless made in writing and signed by me and the company's designated representative.

I understand that if I am hired, I will be required to provide proof of identity and legal authority to work in the United States and that federal immigration laws require me to complete an I-9 Form in this regard.

In the event of employment, I will comply with all of the rules, regulations, policies and practices of the St. Paul JCC as set forth in the JCC's policy manual or other communications distributed to employees. I understand that my compliance with JCC policies is a condition of continued employment.

I certify that I have read, fully understand and accept all terms in the above statements.

Signature of Applicant

Date

Mission Statement

We strengthen the greater St. Paul community by nurturing physical, intellectual, social and spiritual growth in an inclusive environment defined by Jewish values and culture.

Vision Statement

The St. Paul JCC continues to be a vibrant, engaged and thriving community center welcoming a diverse and expanding membership. The JCC will create new and unique ways for members and the community to experience, appreciate, deepen and enrich their connection to contemporary Jewish culture. The Center will recognize and embrace change to meet emerging needs, imagining the possible, within and beyond its walls.

Values Statement

The St. Paul JCC creates a welcoming tent by valuing:

Respect for One Another - Kavod

Community - Kehillah

Connections at All Stages of Life - L'dor V'dor

Enriching the Mind/Body/Spirit - Ha'ashara

Excellence - Hitz'tayinut

Sustainability - Hemshechiyut

**Jewish Community Center
of the Greater St. Paul Area**
Martin & Esther Capp Building
1375 St. Paul Ave., St. Paul MN 55116
651-698-0751 • www.stpauljcc.org

