



# MARIN CONSERVATION CORPS (MCC)

## Employment Application An Equal Opportunity Employer

<b>PERSONAL INFORMATION (Please Print)</b>	Date of Application _____
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Name \_\_\_\_\_ Social Security Number \_\_\_\_\_  
                     Last Name                      First Name                      Middle

Present Address \_\_\_\_\_  
                                     No. & Street                                      City                                      State                                      Zip

Permanent Address \_\_\_\_\_  
                                     No. & Street                                      City                                      State                                      Zip

Home Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_

<b>GENERAL INFORMATION</b>
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Position/Program applying for \_\_\_\_\_

Have you ever worked for the Marin Conservation Corps before? .....  Yes  No

If yes, when and who was your supervisor? \_\_\_\_\_

Do you have any friends or relatives working for the Marin Conservation Corps? .....  Yes  No

If yes, state name(s) and relationship: \_\_\_\_\_

MCC is a job-training program for youth between the ages of 18 – 28 years. Applicants over 28 years of age are considered for employment by referral only. If you are not between the ages of 18-28 years, please explain. \_\_\_\_\_

If hired, would you have a reliable means of transportation to and from work? .....  Yes  No

If hired, can you present evidence of your U.S. citizenship or proof of your legal right to live and work in this country? .....  Yes  No

Valid CA Drivers License?  Yes  No  Other

If hired, would you have a reliable means of transportation to and from work? .....  Yes  No

This position may require extensive and repetitive physical activity e.g., heavy lifting, bending. Are you able to perform the essential functions of the job for which you are applying, either with or without reasonable accommodation? .....  Yes  No

If no, describe the functions that cannot be performed. \_\_\_\_\_

(Note: We comply with the ADA and consider reasonable accommodation measures that may be necessary for eligible applicants/employees to perform essential functions. Hire may be subject to passing a medical examination and to skill and agility tests.)

Have you ever been convicted of a criminal offense (felony or misdemeanor)? (Convictions for marijuana-related offenses that are more than two years old need not be listed.) .....  Yes  No

If yes, state nature of the crime(s), when and where convicted, and disposition of the case. \_\_\_\_\_

(Note: No applicant will be denied employment solely on the grounds of conviction of a criminal offense. The nature of the offense, the date of the offense, the surrounding circumstances and the relevance of the offense to the position(s) applied for may, however, be considered.)



3. Name of Employer: \_\_\_\_\_ Telephone No.: \_\_\_\_\_

Address: \_\_\_\_\_  
Number Street City State Zip

Your Supervisor's Name: \_\_\_\_\_ Reason for Leaving: \_\_\_\_\_

Dates of Employment: \_\_\_\_/\_\_\_\_/\_\_\_\_ From \_\_\_\_/\_\_\_\_/\_\_\_\_ To \_\_\_\_ Hourly Wage \_\_\_\_\_ Hours per Week \_\_\_\_\_

Your Position & Duties: \_\_\_\_\_

May we contact this employer for a reference? ..... Yes No

**NOTICE TO ALL APPLICANTS**

**PLEASE READ CAREFULLY, INITIAL EACH PARAGRAPH 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 omissions 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 MCC to thoroughly investigate my references, work record, education and other matters related to my suitability for employment. I further authorize the references I have given to disclose to MCC 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 MCC, 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 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 the MCC and me. 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 MCC, and that no promise or representations contrary to the foregoing are binding on the MCC.

\_\_\_\_\_ Should a search of public records (including records documenting an arrest, indictment, conviction, civil judicial action, tax lien or outstanding judgment) be conducted by internal personnel employed by MCC, I am entitled to copies of any such public records obtained by MCC unless I mark the check box below. If I am not hired as a result of such information, I am entitled to a copy of any such record even though I have checked the box below.

I waive receipt of a copy of any public record described in the paragraph above.

I certify by my signature below that I have read the foregoing, understand the employment requirements, and agree to cooperate in fulfilling them.

\_\_\_\_\_  
Applicant's Name (Please print)

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Date

*The Marin Conservation Corps is an equal opportunity employer. We consider applicants for all positions without regard to race, religion, gender, marital or veteran status, the presence of a no-job related medical condition or handicap, or any other legally protected status. Qualifications for employment opportunities are based solely upon personal skills, merit and dependability. MCC will ensure that both the spirit and the intent of the laws prohibiting discrimination are fully implemented in all our working relationships.*