



# West Side Recreation & Park District

500 Cascade Place Taft, CA 93268  
Phone (661) 763-4246 Fax (661) 763-4240  
info@wsrpd.com www.wsrpd.com

Please type or print in ink. Incomplete or illegible applications will not be accepted. Date: \_\_\_\_\_

Name: \_\_\_\_\_  
Last First Middle

Main Phone: (\_\_\_\_\_) \_\_\_\_\_ Alternate Phone: (\_\_\_\_\_) \_\_\_\_\_

Email Address: \_\_\_\_\_

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

Mailing Address (if different): \_\_\_\_\_  
Number Street City State Zip

## EMPLOYMENT DESIRED

Position applying for: \_\_\_\_\_

Are you applying for (check all that apply):  Full-Time  Part-Time  Temporary

Are you available for work (check all that apply):  Weekends  Overtime (if necessary)

If hired, what date can you start work? \_\_\_\_\_ Salary desired \_\_\_\_\_

## PERSONAL INFORMATION

Have you ever applied to or worked for the District before?  Yes  No If yes, when \_\_\_\_\_

Do you have any friends/relatives working for the District?  Yes  No

If yes, state names(s) and relationship \_\_\_\_\_

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

Are you at least 18 years old? (If under 18, hire is subject to verification of minimum legal age)  Yes  No

If hired, can you present evidence of US Citizenship or proof of legal right to work in this country?  Yes  No

Are you able to perform the essential functions of the job for which you are applying, either with or without reasonable accommodations?  Yes  No

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

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

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

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

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(Note: No applicant will be denied employment solely on the grounds of conviction of a criminal offense except as mandated by State law as stated in the attached Employee and Volunteer Screening information . 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.) All employees are subject to fingerprinting.

Are you currently employed?  Yes  No  
 If so, may we contact your current employer?  Yes  No

**EDUCATION, TRAINING AND EXPERIENCE**

School	Name & Address	# of Years Completed	Did You Graduate?	Degree or Diploma?
High School				
College/ University				
Vocational/ Business				
Other				

Do you have any other experience, training, qualifications or skills that you feel make you especially suited for work at West Side Recreation and Park District? If so, please explain:

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**EMPLOYMENT HISTORY**

List below all present and past employment starting with your most recent employer (last 10 years is sufficient). Account for all periods of unemployment. You must complete this section even if attaching a resume.

Name of Employer: \_\_\_\_\_

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

Telephone Number (\_\_\_\_) \_\_\_\_\_ Your Supervisor's Name: \_\_\_\_\_

Your Position and Duties: \_\_\_\_\_

Date of Employment: From \_\_\_\_\_ To \_\_\_\_\_

Pay: Starting \_\_\_\_\_ Ending \_\_\_\_\_  Hourly  Weekly  Bi-Monthly  Monthly

Reason for leaving: \_\_\_\_\_

May we contact this employer for a reference?  Yes  No

Name of Employer: \_\_\_\_\_

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

Telephone Number (\_\_\_\_) \_\_\_\_\_ Your Supervisor's Name: \_\_\_\_\_

Your Position and Duties: \_\_\_\_\_

Date of Employment: From \_\_\_\_\_ To \_\_\_\_\_

Pay: Starting \_\_\_\_\_ Ending \_\_\_\_\_  Hourly  Weekly  Bi-Monthly  Monthly

Reason for leaving: \_\_\_\_\_

May we contact this employer for a reference?  Yes  No

Name of Employer: \_\_\_\_\_

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

Telephone Number (\_\_\_\_) \_\_\_\_\_ Your Supervisor's Name: \_\_\_\_\_

Your Position and Duties: \_\_\_\_\_

Date of Employment: From \_\_\_\_\_ To \_\_\_\_\_

Pay: Starting \_\_\_\_\_ Ending \_\_\_\_\_  Hourly  Weekly  Bi-Monthly  Monthly

Reason for leaving: \_\_\_\_\_

May we contact this employer for a reference?  Yes  No

**Note: Attach additional page(s) if necessary.**

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### REFERENCES

**List below three persons not related to you who have knowledge of your work performance within the last three years. If no prior work experience, please list personal references.**

(1) Name: \_\_\_\_\_

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

Occupation: \_\_\_\_\_

Telephone (\_\_\_\_) \_\_\_\_\_ Number of years Acquainted: \_\_\_\_\_

(2) Name: \_\_\_\_\_

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

Occupation: \_\_\_\_\_

Telephone (\_\_\_\_) \_\_\_\_\_ Number of years Acquainted: \_\_\_\_\_

(3) Name: \_\_\_\_\_

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

Occupation: \_\_\_\_\_

Telephone (\_\_\_\_) \_\_\_\_\_ Number of years Acquainted: \_\_\_\_\_

Some positions require the use of personal or District vehicles while conducting District business. In order to operate a vehicle, individuals must be physically capable of operating the vehicles safely and must possess and maintain an appropriate valid California motor vehicle operator's license. A California Driver's License and a satisfactory driving record are conditions of initial and continued employment.

All employees are required to be fingerprinted as mandated by State Law.

**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. I further certify that I, the undersigned applicant, have personally completed this application. I understand that any 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 District 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 District, 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 that may be granted or during my employment, if hired, is intended to create an employment contract between me and the District. 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 District, and that no promises or representations contrary to the foregoing are binding on the District unless made in writing and signed by no less than three (3) members of the Board of Directors of West Side Recreation and Park District and myself.

\_\_\_\_\_ 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 the District, I am entitled to copies of any such public records obtained by the District 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 records even though I have checked the box below.

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

Applicant's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

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## Employee and Volunteer Background Screening

This questionnaire is to be completed by all potential employees regardless of position, and any volunteer being considered for a position having supervisory authority over minors.

**Note: West Side Recreation and Park District requires all employees and/or potential employees regardless of position to submit to a background investigation.**

Section 5164 of the Public Resources Code of the State of California prohibits West Side Recreation and Park District from hiring a person for employment at, or hiring a volunteer to perform services at, any of its parks, playgrounds or recreation centers used for recreational purposes in a position having supervisory or disciplinary authority over any minor, if the person has been convicted of certain crimes under the California Penal Code. Section 5164 also authorizes West Side Recreation and Park District to screen any such prospective employee or volunteer for his or her criminal background. In light of your interest in being hired by West Side Recreation and Park District for employment at, or being hired as a volunteer to perform services at, any of its parks, playgrounds or recreation centers used for recreational purposes, and in order to give effect to Section 5164 of the Public Resources Code of the State of California, please answer the following supplemental questions:

- 1. Have you ever been convicted of violation or attempted violation of any of the statutes specified in Public Resources Code (copy attached), including conviction for violation or attempted violation of an offense committed outside the State of California, if the offense would have been a crime as defined in the statutes referred to if committed in California? This question does not refer to a misdemeanor conviction in Part B of the Attachment unless you have three or more misdemeanor, a felony conviction, or were incarcerated for any of those crimes listed within the immediately preceding ten (10) year period.**

Yes       No

If you answer is Yes, please describe the crime(s) of which you were convicted, the date upon which you were convicted and the jurisdiction in which you were convicted:

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- 2. Without in any way limiting the foregoing, have you even been convicted of any crime involving an assault with intent to commit a felony, any crime against a person involving sexual assault, any crime against public decency and good morals, disorderly conduct, annoying or molesting a child under age 18, kidnapping, robbery or carjacking?**

Yes       No

If you answer is Yes, please describe the crime(s) of which you were convicted, the date upon which you were convicted and the jurisdiction in which you were convicted:

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**3. Are you currently released on bail or on your own recognizance for any crime?**

- Yes       No

If you answer is Yes, please describe the crime(s) with which you have been charged, the date upon which you were charged and the jurisdiction in which you were charged:

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**4. Are you willing to be fingerprinted in order that West Side Recreation and Park District may screen you for criminal background?**

- Yes       No

**DECLARATION**

I, (Print Name) \_\_\_\_\_, in seeking to be hired by West Side Recreation & Park District for employment at, or hired by West Side Recreation and Park District as a volunteer to perform services at, any park, playground or recreational center used by West Side Recreation and Park District for recreational purposes, in a position having supervisory or disciplinary authority over any minor, hereby declare under penalty of perjury that the foregoing is true and correct and that this declaration is executed at:

(City) \_\_\_\_\_, California on (date) \_\_\_\_\_, (year) \_\_\_\_\_

I acknowledge and agree that should any of my answers to the foregoing questions be subsequently determined to be false and not true, West Side Recreation and Park District can immediately terminate my employment by it or cease allowing me to perform voluntary services, without notice.

I hereby agree to indemnify and hold harmless West Side Recreation and Park District, its directors, agents and employees, from any and all claims, causes of action, suits, actions, damages, losses or liability arising out of termination of my employment and/or termination of my volunteer services rendered to West Side Recreation and Park District which may occur should any of my answers to the foregoing questions be subsequently determined to be false and not true and/or untrue.

\_\_\_\_\_  
Applicant/Volunteer Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Supervisor Signature

\_\_\_\_\_  
Date

## **Public Resource Code 5164**

(a) (1) A county or city and county or special district shall not hire a person for employment, or hire a volunteer to perform services, at a county or city or city and county or special district operated park, playground, recreational center, or beach used for recreational purposes, in a position having supervisory or disciplinary authority over any minor, if that person has been convicted of any offense specified in paragraph (2).

(2) (A) Violations or attempted violations of Section 220, 261.5, 262, 273a, 273d, or 273.5 of the Penal Code, or any sex offense listed in Section 243.4 of the Penal Code.

(B) Any felony or misdemeanor conviction specified in subparagraph (C) within 10 years of the date of the employer's arrest.

(C) Any felony conviction that is over 10 years old, if the subject of the request was incarcerated within 10 years of the employer's request, for a violation or attempted violation of any of the offenses specified in Chapter 3 (commencing with Section 207) of Title 8 of Part 1 of the Penal Code, Section 211 or 215 of the Penal Code, wherein it is charged and proved that the defendant personally used a deadly or dangerous weapon, as provided in subdivision (b) of Section 12022 of the Penal Code, in the commission of the offense, Section 217.1 of the Penal Code, Section 236 of the Penal Code, any of the offenses specified in Chapter 9 (commencing with Section 240) of Title 8 of Part 1 of the Penal Code, or any of the offenses specified in subdivision (c) of section 667.5 of the Penal Code, provided that no record of a misdemeanor conviction shall be transmitted to the requester unless the subject of the request has a total of three or more misdemeanor convictions, or a combined total of three or more misdemeanor and felony convictions, for violations listed in this section within the 10-year period immediately preceding the employer's request or has been incarcerated for any of those convictions within the preceding 10 years.

(b)(1) To give effect to this section, a county or city or city and county or special district shall require each such prospective employee or volunteer to complete an application that inquires as to whether or not that individual has been convicted of any offense specified in subdivision (a). The county or city or city and county or special district shall screen, pursuant to Section 11105.3 of the Penal Code, any such prospective employee or volunteer, having supervisory or disciplinary authority over any minor, for that person's criminal background.

(2) Any local agency requests for Department of Justice records pursuant to this subdivision shall include the prospective employee's or volunteer's fingerprints, which may be taken by the local agency, and any other data specified by the Department of Justice. The request shall be made on a form approved by Department of Justice. No fee shall be charged to the local agency for requesting the records of prospective volunteer pursuant to this subdivision.

## **Attachment A**

### **Prohibited Offenses under California Penal Code**

#### **Part A**

A recreation and park district shall not hire anyone for employment in a position with supervisory or disciplinary responsibility over minors (either for pay or as a volunteer) if the person has been convicted of any violation or attempted violations of Section 220, 261.5, 262, 273a, 273d, 273.5 of the Penal Code, or any sex offense listed in Section 290 of the Penal Code, except for the offense specified in subdivision (d) of Section 243.4 of the Penal Code. The offenses outlined in the subsection are:

**220** Assault with intent to commit mayhem, rape, sodomy, oral copulation, rape in concert with another, lascivious acts upon a child, penetration of genitals or anus with foreign object (except assault to commit mayhem)

<b>261</b>	Rape
<b>261.5</b>	Unlawful sexual intercourse with a female under age 18
<b>262</b>	Rape of spouse
<b>264.1</b>	Rape or penetration of genital or anal openings by foreign object, etc.; acting in concert by force or use of force
<b>266</b>	Inveiglement or enticement of unmarried female under 18 for purposes of prostitution; aiding and abetting; procuring a female for illegal intercourse by false pretenses
<b>266c</b>	Unlawful sexual intercourse, sexual penetration, oral copulation or sodomy; consent procured by false or fraudulent representations with intent to create fear
<b>266h(b)</b>	Pimping a minor
<b>266i</b>	Pandering a minor
<b>266j</b>	Procurement of a child under 16 for lewd or lascivious acts
<b>267</b>	Abduction of person under 18 for purposes of prostitution
<b>269</b>	Aggravated sexual assault of a child
<b>272</b>	Causing, encouraging, or contributing to the delinquency or persons under 18 years
<b>273a</b>	Willful cruelty or unjustifiable punishment of a child; endangering life or health
<b>273d</b>	Corporal punishment or injury of a child
<b>273.5</b>	Corporal injury of spouse or cohabitant of opposite sex
<b>285</b>	Incest
<b>286</b>	Sodomy
<b>286.5</b>	Sexually assaulting an animal
<b>287</b>	Sodomy
<b>288.5</b>	Continuous sexual abuse of a child
<b>288</b>	Lewd or lascivious acts with a child under 14
<b>288a</b>	Unlawful oral copulation
<b>288.2</b>	Harmful matter sent with intent of seduction of minor (FELONY ONLY)
<b>289</b>	Genital or anal penetration with a foreign object
<b>311.1</b>	Sent or brought into state for sale or distribution; possessing, preparing, publishing, producing, developing, duplicating, or printing within state; matter depicting sexual conduct by minor
<b>311.2</b>	Sending, receiving, printing, exhibiting, distributing materials depicting sexual conduct by a minor
<b>311.3</b>	Depicting by film, photograph, videotape, etc., sexual conduct by a person under 14
<b>311.4</b>	Employment of a minor to perform prohibited acts
<b>311.10</b>	Advertising for sale or distribution materials depicting a person under age 18 engaging in or simulating sexual conduct
<b>311.11</b>	Possession or control of material depicting a person under 14 engaging in or simulating sexual conduct
<b>314</b>	Lewd or obscene conduct, indecent exposure, obscene exhibition
<b>647a</b>	Engaging in lewd or dissolute conduct in a public place or in any place open to the public
<b>647d</b>	Loitering in or about a public toilet for the purpose of engaging in or soliciting a lewd or lascivious or unlawful act
<b>647.6</b>	Annoying or molesting a child under 18

This section also includes anyone committed as a mentally disordered sex offender under the Welfare and Institutions Code.

## **Part B**

A recreation and park district shall not hire (either for pay or as a volunteer) anyone for employment in a position with supervisory or disciplinary responsibility over minors if the person has been convicted of any felony or any misdemeanor specified in Chapter 3 (commencing with section 207) of Title 8 of Part 1 of the Penal Code, Section 211 or 215 (if a deadly or dangerous weapon was used, as provided in subsection (b) of Section 12022), Section 217.1 or Section 236 of the Penal Code, any offense specified in Chapter 9



(commencing with Section 240) of Title 8 of Part 1 of the Penal Code, or any offense specified in subdivision (c) of Section 667.5 of the Penal Code within ten years of the date of the employer's request.

If the conviction for any specified felony is over ten (10) years old, then a recreation and park district shall not hire (either for pay or as a volunteer) anyone for employment in a position with supervisory or disciplinary responsibility over minors if the person has been incarcerated for the offense within ten (10) years of the date of the request.

No record of misdemeanor conviction will be transmitted, unless the person has a total of three (3) or more misdemeanor convictions, or a combined total of three (3) misdemeanor and felony convictions or has been incarcerated for any violation in this section within the preceding ten (10) years.

**207-210 (+12022)** Kidnapping

**211 (+12022)** Robbery

**215 (+12022)** Car jacking

Section 207-210, 211 and 215 apply only if accompanied by a concurrent finding under Section 12022 that a deadly or dangerous weapon was used in the commission of the crime.

**217.1** Assault on a public official

**236** False imprisonment

**237** False imprisonment

**240** Assault

**241.1** Assault upon a custodial officer

**241.2** Assault on school property

**241.3** Assault against transportation personnel or passenger

**241.4** Assault on a peace officer of school district

**241.7** Assault against jurors

**242** Battery

**243.1** Battery against custodial officer in performance of duties

**243.2** Battery on school property

**243.3** Battery against transportation personnel or passenger

**243.4** Sexual battery

**243.5** Assault or battery on school property

**243.6** Assault or battery on a process server

**243.7** Battery against juniors

**244** Assault with caustic chemicals

**244.5** Assault with a stun gun or taser

**245** Assault with a deadly weapon or force likely to produce great bodily injury

**244.2** Assault with deadly weapon or force likely to produce great bodily injury on transportation personnel or passenger

**245.3** Assault with a deadly weapon or force likely to produce great bodily injury on custodial officer

**246** Shooting an inhabited dwelling house, occupied building or vehicle, or inhabited house, car or camper

**247** Shooting an unoccupied aircraft or motor vehicle

**247.7** Discharge of laser at aircraft

**667.5** Sentencing enhancements for various crimes of violence