

Idaho State Parks & Recreation is an Equal Opportunity/Affirmative Action Employer. It is our policy to recruit and hire qualified persons without regard to race, color, gender, religion, national origin, age, disability, or veteran status.

This application will be used to determine your qualification for Park Aide. Please read the application carefully, write legibly, and complete all of the information requested.

CONDITIONS OF EMPLOYMENT: Successful applicants will be subject to an investigation of motor vehicle records, criminal history and/or other information from sources that may be in the files of any federal, state, county, or local criminal justice agency as deemed necessary to fulfill the job requirements.



IDAHO DEPARTMENT OF PARKS & RECREATION

Rev 02/2016 DH

MAIL DIRECTLY TO THE PARK YOU ARE APPLYING WITH

Date Completed _____ Email Address _____

_____ Park Applied For _____
Name (Be Specific)

_____ Date You Can Report to Work _____
Mailing Address

_____ Last Date You Can Work _____
City State Zip

_____ I Can Work: Early Shifts___ Wknds___ Late Shifts___ Holidays___
Home Phone Message Phone

Have you worked for the IDPR or any other state agency within the last 13 weeks?

If yes, indicate which agency you worked for: _____ Last day worked: _____

List 1st 2nd, 3rd, & 4th preferences for: Maintenance___ Interpretation___ Retail Sales___
Collections/Visitor Services___

Yes No Check "Yes" or "No" to each of the following questions or statements

		1. Have you worked for Idaho Parks & Recreation or any other Idaho state agency within the last 13 weeks? Yes___ No___ If yes Where? _____ Last day worked: _____
		2. I am at least 16 years old: Yes___ No___ (For most office park aide jobs)
		3. I am at least 18 years old: Yes___ No___ (For most park aide jobs)
		4. Do you have or are you willing to obtain a driver's license?
		5. Do you have a current STANDARD FIRST AID CERTIFICATION? Expiration Date: _____
		6. Do you have a current CPR CERTIFICATE? Expiration Date: _____ What kind? Adult___ Child___ Infant___
		7. Have you ever been convicted of or entered a plea of guilty, no contest, or had a withheld judgment to a felony or a misdemeanor? If YES, please explain: _____
		8. I certify that I am a U.S. citizen, permanent resident or a Foreign National with authorization to work in the United States.
		9. I certify that I am in compliance with the provisions of the Selective Service Act (Draft Registration).

JOB RELATED EXPERIENCE

Supervisor Name _____ Phone _____
_____ to _____
City/State Dates of Employment
DUTIES: _____

Supervisor Name _____ Phone _____
_____ to _____
City/State Dates of Employment
DUTIES: _____

Reason for Leaving: _____

Reason for Leaving: _____

Supervisor Name _____ Phone _____

Supervisor Name _____ Phone _____

City/State _____ to _____
DUTIES: _____ Dates of Employment _____

City/State _____ to _____
DUTIES: _____ Dates of Employment _____

Reason for Leaving: _____

Reason for Leaving: _____

COMPLETE REVERSE SIDE - YOU MAY ATTACH ADDITIONAL INFORMATION IF YOU WISH

JOB RELATED SKILLS: For each item, put a number from 1 to 5 which best describes your experience. Use the following key:

1. I am not willing to do this.
2. I have not done this before, but am willing to learn.
3. I know how to do this, but have no on-the-job experience.
4. I have some experience in this OR have received training in this.
5. This is a major task in my current and/or previous job(s).

MAINTENANCE:

- _____ Picking up litter
- _____ Cleaning & emptying garbage cans
- _____ Cutting & splitting firewood
- _____ Follow irrigation schedule
- _____ Operate automatic sprinkler
- _____ Cleaning bathrooms & showers
- _____ Minor carpentry

- _____ Pruning shrubbery & trees
- _____ Mowing lawns
- _____ Raking & weeding
- _____ Repair sprinkler lines & heads
- _____ Operate manual sprinkler (quick coupler)
- _____ Minor plumbing
- _____ Painting

EQUIPMENT OPERATION:

- _____ Small tractor
- _____ Front-end loader
- _____ Chain saw
- _____ Vehicle with manual shift

- _____ Power mower (push type)
- _____ Rotary mower (riding)
- _____ Trucks over 1 ton capacity
- _____ Other: List _____

OFFICE/CLERICAL/RETAIL SALES:

- _____ Making change & balancing money
- _____ Checking records for accuracy
- _____ Logging or posting information
- _____ Receiving visitors and providing information
- _____ Operating a computer
- _____ Operating a cash register

- _____ Typing: WPM _____
- _____ Answering business telephone
- _____ Making reservations
- _____ Filing
- _____ Stocking shelves
- _____ Ordering & pricing merchandise

PUBLIC RELATIONS & INTERPRETATION:

- _____ Giving talks to groups (specify) _____
- _____ Conducting research (specify) _____
- _____ Developing/conducting interpretive programs (specify) _____

SUPERVISION:

- _____ Scheduling & assigning work to others
- _____ Training others

EDUCATION:

College or Vocational School: _____ From: _____ To: _____ Did you graduate? _____

Location: _____ Type of Degree or Diploma _____

School: _____ From: _____ To: _____ Did you graduate? _____

Location: _____ Type of Degree or Diploma _____

School: _____ From: _____ To: _____ Did you graduate? _____

Location: _____ Type of Degree or Diploma _____

Other qualifications: (college courses, volunteer work, languages, skills, hobbies, etc.)

PRINT FULL NAME _____ DATE _____

SIGNATURE _____

By my signature, I certify this application is true and complete to the best of my knowledge. I understand that if I falsified the information, my name will be removed from consideration, or my employment with the State terminated. My signature also authorizes you to conduct inquiries into my work record and performance with my employer.

-----Park Staff Detach Here-----

Information requested is VOLUNTARY. Data will be used to monitor our recruitment and selection practices and will be kept separate from application. Male____; Female____; Over 40 years of age____;
Black____; White____; Hispanic____; Asian American____; Native American Indian____.
Park applied for _____ How did you hear about this job? _____