

# Glen Canyon

*We Are An Equal  
Opportunity Employer*

*Natural History Association*

*Committed To Diversity In  
The Workplace*

**A Non-Profit Organization Dedicated To Interpretation, Education, and  
Research Within Glen Canyon National Recreation Area**

## Application For Employment

Name (last, first, middle)			Date
Permanent Address (street, city, state, zip)			
Current Address (if different from above)			
Email Address:			
Current Phone	Permanent Phone	Social Security Number	Are You Legally Authorized Or Permitted To Work In The United States? Yes _____ No _____
Are You 16 Or Over? Yes _____ No _____	If Under 18 A Work Permit Is Required	Have You Ever Been Convicted Of A Crime? (a conviction will not be an absolute bar to an offer of employment) Yes _____ No _____ If Yes Please Explain:	

Position Or Work Desired	Are You Applying For: Full Time _____ Part Time _____ Seasonal _____		
If Seasonal What Dates Are You Available? From _____ To _____	Wage Desired	How Were You Referred To GCNHA?	
Have You Ever Been Employed By GCNHA, The National Park Service, BLM, BOR? (if yes, where and when)			
Please Describe Your Experience With Business Equipment (computers, software, calculators, cash registers, etc)			

List High School And Colleges Attended			
Name & Location Of School	Major/Minor	Degree	Average

List Employers With Your Current Or Most Recent Employer First			
Employer	Telephone	Supervisor's Name	
Address	Position Or Title	Employment Dates From _____	Ending Salary _____
Duties Performed		To _____	
Reason For Leaving			

May We Contact Your Present Employer? Yes \_\_\_\_\_ No \_\_\_\_\_

Employer	Telephone	Supervisor's Name	
Address	Position Or Title	Employment Dates From _____	Ending Salary _____
Duties Performed		To _____	
Reason For Leaving			

Employer	Telephone	Supervisor's Name	
Address	Position Or Title	Employment Dates From _____	Ending Salary _____
Duties Performed		To _____	
Reason For Leaving			

List Personal References			
Name	Telephone	Occupation	Years Acquainted
Address (city, state, zip)			
Name	Telephone	Occupation	Years Acquainted
Address (city, state, zip)			
Name	Telephone	Occupation	Years Acquainted
Address (city, state, zip)			

**IMPORTANT, READ BEFORE SIGNING**

The filing of an application with Glen Canyon Natural History Association is a preliminary step to employment. It does not obligate Glen Canyon Natural History Association to offer employment, or the applicant to accept employment. An offer of employment, if made, is for employment at will and is not to be construed as a guarantee of continued employment. Glen Canyon Natural History Association reserves the right to terminate the employment of any employee at any time. Any employee has the right to terminate her/his employment with Glen Canyon Natural History Association at any time.

I authorize investigation of all matters contained in this application which Glen Canyon Natural History Association may deem relevant to my employment and authorize my previous employers or other persons having information concerning me or my record to report such information to Glen Canyon Natural History Association and such persons are hereby released from all liability for issuing such information. Glen Canyon Natural History Association will keep all such information confidential except where such information is required to be released by law or order of a court or other authority. I understand and agree that I will be subject to immediate dismissal if it is subsequently discovered that the information herein is untrue or that I have failed to disclose a material fact. I understand that if employed by Glen Canyon Natural History Association, such employment will occur at will and no contract of employment, expressed or implied, is created and that no representative of Glen Canyon Natural History Association has any authority to enter into an agreement for employment of any specified period of time, or to make any agreement contrary to the foregoing. I understand that if I receive an offer of employment and I accept the position, I will be required to complete additional information necessary for association record keeping requirements.

**NOTICE TO APPLICANTS AS REQUIRED BY THE FAIR CREDIT REPORTING ACT**

As part of our employment process, an investigative consumer report, as governed by the Fair Credit Reporting Act or any similar state or local statute, may be requested. However, requests will not be made without your prior written authorization.

Glen Canyon Natural History Association does not discriminate in hiring or terms or conditions of employment on the basis of age, sex, race, color, creed, ancestry, religion, disability, national origin, citizenship status, veteran status, marital status, military status, sexual orientation, pregnancy, medical condition, or any non-job related factors or any other basis upon which discrimination is prohibited by the municipal, state, or other federal law. No question on this application is intended to secure information to be used for such discrimination.

Signature \_\_\_\_\_ Date \_\_\_\_\_