

CITY OF STAMFORD

SEASONAL POSITION ANNOUNCEMENT

Applications will be accepted for the following positions in the offices listed below until such positions are filled. Use a seasonal application to apply for a position. Indicate the job you are applying for by title and office, as listed below. If you are applying for more than one job, you must file a separate application for each position. Submit completed application(s) to the Human Resources Division. Applicant lists will be compiled according to date received and position sought, and sent to the hiring offices, upon management request.

Seasonal employees may be required to work nights, weekends and holidays. Priority in appointment is given to former seasonal employees with satisfactory work records. See reverse side of this announcement for further information about the seasonal application and hiring process before completing an application. Keep this announcement for future reference.

<u>OFFICE/POSITION</u>	<u>QUALIFICATION REQUIREMENTS</u>	<u>NUMBER OF POSITIONS</u>	<u>HOURLY RATES</u>
<u>OPERATIONS</u>			
E.G. BRENNAN GOLF COURSE			
*Cashier	Computer operation, handling cash and credit card transactions, answer phones, Golf course starter.	4	11.00-16.00
*Laborer	Operation of small equipment and hand tools necessary for maintenance of a golf course. Other duties as related.	6	10.10-15.00
*Ranger	Assist golfers, assist cashier, monitor pace of play, maintain water coolers and on course garbage.	8	10.10-14.00
<u>CASHIERING AND PERMITTING</u>			
*Cashier	Process and record beach sticker sales. Assist with parking ticket receipts. Bilingual preferred.	1	11.00-16.00
<u>RECREATION SERVICES</u>			
*Arts and Crafts Instructor	Experience teaching arts & crafts with children ages 5-12.	4	13.00-20.00
*Camp Director	College degree; experience preferred. Valid driver's license required for some positions.	12	18.00-28.00
*Program Assistant	Age 15 or older interested in working with children.	75	10.10-15.00
*Tram Operator/Driver	Must possess a valid driver's license. Good customer service experience. Be able to work outside in varying weather conditions. Must be 18 years of age or older.	8	10.10-15.00
*Program Instructor	Knowledge and experience in specific subject area such as sports, dance, drama, fitness, music, art, cooking, etc.	15	20.00-50.00
*Lifeguard	Supervise public swimming areas. Must be American Red Cross certified and age 16 or older.	15	12.00-14.00
*Head Lifeguard	Age 18 or older. Possession of a valid American Red Cross Lifeguard Certification; a valid CPR/AED certificate.	12	13.25-16.25
*Special Camp Aide	Experience working with special needs children and must have passed the ParaPro Assessment or have at least sixty college credits. Age 18 or older.	25	15.00-25.00
*League Director	Supervise multiple games and locations. Interact with team manager/umpires. Basic knowledge of sports supervising. Ability to work in various weather conditions.	10	50.00-65.00 Per session
*Sports Instructor	Knowledge and experience in teaching in the area of sports and games with youth. Ages 18 and older	6	10.10-15.00
*Swim Instructor	Must be 16 years of age or older. Knowledge of swimming techniques and instruction.	4	10.10 -12.00
<u>FACILITIES MAINTENANCE</u>			
*Dock Master	Daily monitoring and maintenance of City marinas	4	13.00-15.00
*Maintenance Worker	Age 18 or older; physical strength and endurance; maintenance of field, parks, and beaches. Valid motor vehicle license.	30	13.00-15.00
*Custodian	Age 18 or older; physical strength and endurance; ability to operate small equipment, custodial duties for all City buildings handled by department	2	13.00-15.00

* Custodian – Security at (137 Henry Street)	Age 18 or older; physical strength and endurance; ability to operate small equipment, custodial duties for all City buildings handled by department.	4	13.00-15.00
<u>WIC / Health Department</u>			
*Office Worker	Office experience including; handling phone calls and scheduling appointments, knowledge of computers, filing, and other related duties as needed.	1	10.10-15.00
<u>CONTROLLER'S OFFICE</u>			
* Office Worker	A/P, Customer service and computer skills; payroll duties, office experience, Clerical duties.	2	10.10-15.00
<u>COLLECTION/SOLID WASTE</u>			
*Laborer	Heavy lifting, early morning hours, physically capable, work weekends Motor vehicle license, 18 or older	3	10.10 – 15.00
<u>YOUTH SERVICES BUREAU</u>			
*Program Assistant	Age 15 or older interested in working with children.	12	10.10-15.00
*Program Instructor	Knowledge and experience in specific subject area such as sports, dance, drama, fitness, etc.	6	20.00-50.00
*Facilitator	Extensive knowledge of outdoor adventure challenge course. Experience in hardware identification, equipment set up & break down, group facilitation. Some experience in outdoor adventure activities such as canoeing & orienteering.	8	10.10 – 12.00

THE CITY OF STAMFORD
An Equal Opportunity Employer
APPLICATION FOR SEASONAL EMPLOYMENT

HUMAN RESOURCES DIVISION, 888 WASHINGTON BOULEVARD, STAMFORD, CT. 06904-2152

POSITION (List One Only)

- E.G. BRENNAN GOLF COURSE RECREATION SERVICES TRAFFIC AND ROAD MAINTENANCE
PARKS AND FACILITIES MAINTENANCE HEALTH (WIC) YOUTH SERVICE BUREAU
OTHER:

NAME Last First Middle

ADDRESS Street

City State Zip Code

Have you ever worked for the city of Stamford before?

YES NO If yes, list by dates employed and job title(s).

Have you ever been disqualified for a position with the City of Stamford?

YES NO If yes, list job title and date of disqualification.

Are you related to/or have affiliation with any person now employed with the City of Stamford?

YES NO If yes, list name and relationship.

SOCIAL SECURITY NO. 000 - - (LAST SIX DIGITS ONLY)

TELEPHONE NUMBER(S)

If Under Age 18 Month Day Year
Date of Birth: / /

There may be restrictions on the employment of applicants less than 18 years of age.

LAST SCHOOL GRADE COMPLETED (CIRCLE ONE):

10 11 12 13 14 15 16

DRIVER'S LICENSE? NO YES CDL

LIFEGUARD APPLICANTS: LIST CURRENT CERTIFICATES HELD:

DATES AVAILABLE FOR WORK:

FROM / To /
Mo. Yr. Mo. Yr.

List Any Experience You Have Had Related to the Position Applied For:

Special Skills and Abilities. Show Typing & Shorthand Speed. Any Machines You Can Operate.
Special Licenses, Languages, or Any Other Special Abilities:

CERTIFICATION: I certify that all statements made on or in connection with this application are true, complete, and correct to the best of my knowledge and belief. I understand that incomplete, false, inaccurate or misleading information given in my application may result in the rejection of this application or withdrawal of a job offer. Further, false information provided, whether willingly or accidentally, may result in my immediate dismissal if employed, whenever the omission or falsehood is discovered.

DATE

SIGNATURE OF APPLICANT

FILING AN APPLICATION DOES NOT GUARANTEE A JOB INTERVIEW

COMPLIANCE INFORMATION: (OPTIONAL)

The following information is needed for compliance with government reporting requirements and for EEO reports. It will be detached when your application is filed and the information on it will not be considered in the employment process.

1. Your Name _____

2. Job Applied For _____

3. Gender (Please Check) Male _____ Female _____

4. Describe yourself in terms of one of the following groups. (Check one)

American Indian or Alaska Native

Native Hawaiian or Other Pacific Islander

Asian

White

Black or African American

Hispanic or Latino

Other: _____ (Please specify)

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