

Future Professionals Summer Program 2018

The Willingboro Public School District is seeking current Willingboro Public High Students ONLY who are interested in applying for a Future Professionals Summer position.

Requirements

Must minimally possess a 2.5(C+) Cumulative Average

Job Information

- Program start/end dates: July 5, 2018 to August 3, 2018
- Summer work days are Monday thru Friday.
- Work hours (5.5 hours daily) will vary from 7 a.m. to 3 p.m., depending on the assignment, with an early release on Fridays.
- Students must be available to work the entire summer.
- There is a stipend of \$9.00 per hour.

How do I apply?

Applications are available from the Guidance Office, Main Office at Willingboro High School, Human Resources at the Country Club Administration Building or on our website.

- **ONLY** the appropriate, completed application form will be accepted.
- Please attach the most recent semester report card or written verification from a Guidance Counselor. *These items are the only items accepted as verification of grade and GPA.*
- Age requirement for Working Papers is 14 years of age at the time of application.
- An interview will be required. **An interview does not guarantee that the applicant will be hired.**
- Hired applicants will be notified by mail.

** Students who must attend Summer School are not eligible to apply **

** Incomplete Applications will not be considered **

Program is pending availability of funds.

Completed applications must be received by Tuesday, June 12, 2018

Return completed application to:

Willingboro Board of Education
Office of Human Resources
440 Beverly-Rancocas Road
Willingboro, New Jersey 08046

Willingboro Public Schools
OFFICE OF HUMAN RESOURCES
FUTURE PROFESSIONALS APPLICATION
(Summer 2018)

PLEASE PRINT LEGIBLY

Date: _____ Position applying for: FUTURE PROFESSIONAL

NAME _____
Last First MI

ADDRESS _____

CITY: Willingboro, NJ Zip Code: 08046

PHONE # () _____ (HOME)

() _____ (EMERGENCY)

SOCIAL SECURITY # _____

DATE OF BIRTH _____

SCHOOL: Willingboro High School GRADE _____ GPA _____

GUIDANCE COUNSELOR'S SIGNATURE _____

- Have you previously worked as a Summer Help Employee for the Willingboro Public Schools? Yes ___ No ___
- If "Yes", please provide the following information:
Dates of Employment: From _____ To _____

EMPLOYMENT HISTORY

NAME OF COMPANY _____
SUPERVISOR _____
ADDRESS _____
PHONE # _____
DATES OF EMPLOYMENT _____

NAME OF COMPANY _____
SUPERVISOR _____
ADDRESS _____
PHONE # _____
DATES OF EMPLOYMENT _____

REFERENCES

NAME	ADDRESS	PHONE #
1.		
2.		
3.		

SKILLS (Check off the skills that you have acquired)

<input type="checkbox"/> Microsoft Word	<input type="checkbox"/> Works
<input type="checkbox"/> Excel	<input type="checkbox"/> Power Point
<input type="checkbox"/> Publisher	<input type="checkbox"/> Filing
<input type="checkbox"/> Telephone Skills	<input type="checkbox"/> Record Keeping
<input type="checkbox"/> Faxing	<input type="checkbox"/> Using a copier
<input type="checkbox"/> Working with children	<input type="checkbox"/> Other
<input type="checkbox"/> Cleaning Skills	<input type="checkbox"/> Painting

This application is for **FUTURE PROFESSIONALS**. I understand that the issuance of an identification card does not guarantee me continuous employment. I have read and understand the terms and conditions of this application. I certify that all statements made on this application are true and complete, to the best of my knowledge, and that any false statements or false documents submitted will subject me to disqualification or dismissal.

Student's Signature _____

Parent/Guardian's Signature _____

The Willingboro Public Schools is an equal opportunity and affirmative action employer, and does not discriminate on the basis of race, creed, color, national origin, age, ancestry, religion, marital status, sex, physical or mental disability, nationality, social or economic status.