



Inland Empire Gymnastics Academy

263 W. Orange Show Lane • San Bernardino, CA 92408
(909) 383-6655 • (909) 383-6650 FAX

EMPLOYMENT APPLICATION

THREE CHARACTER REFERENCES REQUIRED FOR EMPLOYMENT

To be hired at Inland Empire Gymnastics Academy, you are required to supply three references, which attest to your suitability for employment and will be required to go through a background check and fingerprint verification. **References must be on file before the hiring process can be completed.** Please see attached instructions.

Personal Data

Last Name _____ First Name _____ MI _____

Address _____ City/State _____

Zip Code _____ Home Phone _____

Cell _____ Email _____

Date of Birth ____/____/____ SS# _____

Are you a US citizen or do you have the legal right to work in this country? YES ___ NO ___

Have you ever been convicted or pled guilty to, anything other than a traffic violation? YES ___ NO ___

If yes, please explain: _____

Do you have a USAG Instructor or Professional Memberships? YES ___ NO ___

Membership type: _____ Membership # _____

Have you ever worked at Inland Empire Gymnastics Academy? YES ___ NO ___

If yes, please explain: _____

Position applying for? _____ How did you learn about us? _____

Pay range expected? _____ Availability: School Year ___ Year-Round ___

Hours Available? _____ Date Available to Start Work? _____

At Inland Empire Gymnastics Academy, teaching gymnastics skills or generally supervising children in a physical environment requires quick and unexpected movements including lifting or catching ("spotting") children weighing up to 150 lbs. or more. Any employment at IEGA often requires lifting and adjusting heavy sports apparatus. Please indicate below if you have any current or past conditions, which might keep you from safely performing the physical requirements of this position for which you are applying.

YES, I understand the physical requirements of the position, and I am able to perform the physical requirements without jeopardizing my safety or the safety of any Inland Empire Gymnastics Academy students, clients, guest, coworkers, or others.

Initial Here:

OFFICE USE ONLY	Application Received _____	Letters of Reference _____	Reference Checks _____
	Interview Scheduled _____	In-Class Interview _____	Date _____
	Follow-Up _____	Hired Y or N _____	

Educational Data

Name and location of school	Graduated?	Yrs. completed	Major/Course Study
High School <i>(name of school)</i>	Yes No	1 2 3 4	N/A
College/Other <i>(name of college)</i>	Yes No	1 2 3 4	

Describe relevant honors, apprenticeships; post graduate education or specialized training:

Employment History

Company Name	Address	Telephone No.
<hr/>		
Name of Immediate Supervisor	<input type="checkbox"/> I am no longer employed at this company <input type="checkbox"/> I am currently employed at this company and it is OK to contact <input type="checkbox"/> I am currently employed at this company, please do NOT contact	
Start Wage \$ _____	Final Wage \$ _____	
Reason for leaving? _____		
Start Date ___/___/___	Final Date ___/___/___	
Job Title or Position _____	<i>Describe your duties and responsibilities</i>	

Company Name	Address	Telephone No.
<hr/>		
Name of Immediate Supervisor	<input type="checkbox"/> I am no longer employed at this company <input type="checkbox"/> I am currently employed at this company and it is OK to contact <input type="checkbox"/> I am currently employed at this company, please do NOT contact	
Start Wage \$ _____	Final Wage \$ _____	
Reason for leaving? _____		
Start Date ___/___/___	Final Date ___/___/___	

Job Title or Position

Describe your duties and responsibilities

Company Name

Address

Telephone No.

Name of Immediate Supervisor

- I am no longer employed at this company
 I am currently employed at this company and it is OK to contact
 I am currently employed at this company, please do NOT contact

Start Wage \$ _____

Final Wage \$ _____

Reason for leaving? _____

Start Date ___/___/___

Final Date ___/___/___

Job Title or Position

Describe your duties and responsibilities

Other Accomplishments (school, job, awards, distinction, certifications, volunteer work)

Understanding & Agreement (please read each statement carefully)

I certify that the statements given on this application, or during an interview, are true and complete and I authorize investigation of same with exception of contacting my current employer, if I have so requested in this document.

I have read and agree to the above statement. Initial Here:

I understand that if I am hired that any false, incomplete or misleading information given herein or during an interview shall result in immediate termination.

I have read and agree to the above statement. Initial Here:

I authorize the references given on this application and during any interview to give to representatives of Inland Empire Gymnastics Academy any and all information concerning my previous or current employment and any pertinent information they may have personal or otherwise, and I release all parties from any and all liability from any damage that may result.

I have read and agree to the above statement.

Initial Here:

I understand that if hired, I will be an "at will" employee at Inland Empire Gymnastics Academy which means that I may be terminated at any time and for any reason whatsoever. I also understand that if I elect to terminate my employment with IEGA I will provide reasonable notice to the owner in advance of termination.

I have read and agree to the above statement.

Initial Here:

Inland Empire Gymnastics Academy is an EQUAL OPPORTUNITY EMPLOYER and does not discriminate against applicants or employees on the basis of race, color, gender, marital status, religion, national origin, age, veteran status, disability or any other basis prohibited by local, state or federal law. No question on this application is intended for or will be used for the purpose of limiting or excusing any applicant's consideration for employment.

Authorization for Background Check

Inland Empire Gymnastics Academy's number one concern is to provide a safe and happy environment for its students. To that end, please know that IEGA performs background checks on employees.

I understand and agree that IEGA will administer background checks on me and that my initial, and continued employment, is conditional upon that results of these checks.

Signature _____

Date _____

Emergency Contact Information

Name: _____ Relationship: _____ Phone: _____

Name: _____ Relationship: _____ Phone: _____

Name: _____ Relationship: _____ Phone: _____

About You

Warmth, friendliness and a desire to help others are essential qualities for all positions at Inland Empire Gymnastics Academy. At the end of each day, our families go home with only their memories of the way they were treated by each employee they encountered. Knowing this, please use the backside of this page to tell us anything you feel would help us understand why you and IEGA would make a great team. Also include how your past job experiences and/or background has prepared you for the position for which you are applying.