

**Employment Application**

**Applicant Information**

Full Name: \_\_\_\_\_ Date: \_\_\_\_\_  
*Last First M.I.*

Address: \_\_\_\_\_  
*Street Address Apartment/Unit #*

City \_\_\_\_\_ State \_\_\_\_\_ ZIP Code \_\_\_\_\_  
 Home ( )  
 Cell ( )  
 Phone: Work ( )

**VERY IMPORTANT**  
E-mail Address:

Date Available: \_\_\_\_\_ Social Security No.: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Position Applied for:

Are you a citizen of the United States? YES  NO  If no, are you authorized to work in the US? YES  NO

Have you ever worked for this company? YES  NO  If yes, when?

Have you ever been convicted of a felony? YES  NO

If yes, explain:

Do you have a valid driver's license? YES  NO  Do you have a valid CDL license? YES  NO

What days and hours (Monday - Sunday) are you available for work? \_\_\_\_\_ How many hours per week can you work? \_\_\_\_\_

**Education**

High School: \_\_\_\_\_ Address: \_\_\_\_\_  
 From: \_\_\_\_\_ To: \_\_\_\_\_ Did you graduate? YES  NO  Degree: \_\_\_\_\_

College: \_\_\_\_\_ Address: \_\_\_\_\_  
 From: \_\_\_\_\_ To: \_\_\_\_\_ Did you graduate? YES  NO  Degree: \_\_\_\_\_

Other: \_\_\_\_\_ Address: \_\_\_\_\_  
 From: \_\_\_\_\_ To: \_\_\_\_\_ Did you graduate? YES  NO  Degree: \_\_\_\_\_

**References**

*Please list three professional references (people with whom you've worked.)*

Full Name: \_\_\_\_\_ Relationship: \_\_\_\_\_  
 Company: \_\_\_\_\_ Phone: ( )  
 Address: \_\_\_\_\_

Full Name: \_\_\_\_\_ Relationship: \_\_\_\_\_  
 Company: \_\_\_\_\_ Phone: ( )  
 Address: \_\_\_\_\_

Full Name: \_\_\_\_\_ Relationship: \_\_\_\_\_  
 Company: \_\_\_\_\_ Phone: ( )  
 Address: \_\_\_\_\_

### Previous Employment

Company: \_\_\_\_\_ Phone: (    ) \_\_\_\_\_  
Address: \_\_\_\_\_ Supervisor: \_\_\_\_\_  
Job Title: \_\_\_\_\_ Starting Salary: \$ \_\_\_\_\_ Ending Salary: \$ \_\_\_\_\_  
Responsibilities: \_\_\_\_\_  
From: \_\_\_\_\_ To: \_\_\_\_\_ Reason for Leaving: \_\_\_\_\_  
May we contact your previous supervisor for a reference?    YES     NO

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Company: \_\_\_\_\_ Phone: (    ) \_\_\_\_\_  
Address: \_\_\_\_\_ Supervisor: \_\_\_\_\_  
Job Title: \_\_\_\_\_ Starting Salary: \$ \_\_\_\_\_ Ending Salary: \$ \_\_\_\_\_  
Responsibilities: \_\_\_\_\_  
From: \_\_\_\_\_ To: \_\_\_\_\_ Reason for Leaving: \_\_\_\_\_  
May we contact your previous supervisor for a reference?    YES     NO

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Company: \_\_\_\_\_ Phone: (    ) \_\_\_\_\_  
Address: \_\_\_\_\_ Supervisor: \_\_\_\_\_  
Job Title: \_\_\_\_\_ Starting Salary: \$ \_\_\_\_\_ Ending Salary: \$ \_\_\_\_\_  
Responsibilities: \_\_\_\_\_  
From: \_\_\_\_\_ To: \_\_\_\_\_ Reason for Leaving: \_\_\_\_\_  
May we contact your previous supervisor for a reference?    YES     NO

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### Military Service

Branch: \_\_\_\_\_ From: \_\_\_\_\_ To: \_\_\_\_\_  
Rank at Discharge: \_\_\_\_\_ Type of Discharge: \_\_\_\_\_  
If other than honorable, explain: \_\_\_\_\_

### Office/Business Skills

Describe any office or computer/technical skills (e.g. software, point-of-sale systems, business machines, other office equipment, etc...):

### Outdoor Experience

Describe any relevant outdoor technical skills (e.g. rafting, kayaking, leadership courses, swiftwater rescue, etc...):

**Extra Credit...**

Here at JTRA we are all about the people (guests, coworkers, and everybody else). Describe your people skills.

**Current Certifications**

CPR?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	Standard First Aid?	YES <input type="checkbox"/>	NO <input type="checkbox"/>
Wilderness First Aid?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	Wilderness Advanced First Aid?	YES <input type="checkbox"/>	NO <input type="checkbox"/>
Wilderness First Responder?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	EMT?	YES <input type="checkbox"/>	NO <input type="checkbox"/>
			Others?		
Wilderness EMT?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	_____		
			Level:	_____	
ACA Certification?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	_____		

**Any Questions for Us?**

Is there anything else we should know about you? Any questions we should have asked?

**Disclaimer and Signature**

*I certify that my answers are true and complete to the best of my knowledge.*

*If this application leads to employment, I understand that false or misleading information in my application or interview may result in my release.*

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

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**Jim Thorpe River Adventures, Inc.**  
**1 Adventure Lane**  
**Jim Thorpe, PA 18229**  
**570-325-2570 • 570-325-4960 • 800-424-RAFT**

# A Summary of Your Rights Under the Fair Credit Reporting Act

The federal Fair Credit Reporting Act (FCRA) is designed to promote accuracy, fairness, and privacy of information in the files of every "consumer reporting agency" (CRA). Most CRAs are credit bureaus that gather and sell information about you -- such as if you pay your bills on time or have filed bankruptcy -- to creditors, employers, landlords, and other businesses. You can find the complete text of the FCRA, 15 U.S.C. 1681-1681u, at the Federal Trade Commission's web site (<http://www.ftc.gov/os/statutes/fcra.htm>). The FCRA gives you specific rights, as outlined below. You may have additional rights under state law. You may contact a state or local consumer protection agency or a state attorney general to learn those rights.

- **You must be told if information in your file has been used against you.** Anyone who uses information from a CRA to take action against you -- such as denying an application for credit, insurance, or employment -- must tell you, and give you the name, address, and phone number of the CRA that provided the consumer report.
- **You can find out what is in your file.** At your request, a CRA must give you the information in your file, and a list of everyone who has requested it recently. There is no charge for the report if a person has taken action against you because of information supplied by the CRA, if you request the report within 60 days of receiving notice of the action. You also are entitled to one free report every twelve months upon request if you certify that (1) you are unemployed and plan to seek employment within 60 days, (2) you are on welfare, or (3) your report is inaccurate due to fraud. Otherwise, a CRA may charge you up to eight dollars.
- **You can dispute inaccurate information with the CRA.** If you tell a CRA that your file contains inaccurate information, the CRA must investigate the items (usually within 30 days) by presenting to its information source all relevant evidence you submit, unless your dispute is frivolous. The source must review your evidence and report its findings to the CRA. (The source also must advise national CRAs -- to which it has provided the data - of any error.) The CRA must give you a written report of the investigation, and a copy of your report if the investigation results in any change. If the CRA's investigation does not resolve the dispute, you may add a brief statement to your file. The CRA must normally include a summary of your statement in future reports. If an item is deleted or a dispute statement is filed, you may ask that anyone who has recently received your report be notified of the change.
- **Inaccurate information must be corrected or deleted.** A CRA must remove or correct inaccurate or unverified information from its files, usually within 30 days after you dispute it. **However, the CRA is not required to remove accurate data from your file unless it is outdated (as described below) or cannot be verified.** If your dispute results in any change to your report, the CRA cannot reinsert into your file a disputed item unless the information source verifies its accuracy and completeness. In addition, the CRA must give you a written notice telling you it has reinserted the item. The notice must include the name, address and phone number of the information source.
- **You can dispute inaccurate items with the source of the information.** If you tell anyone -- such as a creditor who reports to a CRA -- that you dispute an item, they may not then report the information to a CRA without including a notice of your dispute. In addition, once you've notified the source of the error in writing, it may not continue to report the information if it is, in fact, an error.
- **Outdated information may not be reported.** In most cases, a CRA may not report negative information that is more than seven years old; ten years for bankruptcies.
- **Access to your file is limited.** A CRA may provide information about you only to people with a need recognized by the FCRA -- usually to consider an application with a creditor, insurer, employer, landlord, or other business.
- **Your consent is required for reports that are provided to employers, or reports that contain medical information.** A CRA may not give out information about you to your employer, or prospective employer, without your written consent. A CRA may not report medical information about you to creditors, insurers, or employers without your permission.
- **You may choose to exclude your name from CRA lists for unsolicited credit and insurance offers.** Creditors and insurers may use file information as the basis for sending you unsolicited offers of credit or insurance. Such offers must include a toll-free phone number for you to call if you want your name and address removed from future lists. If you call, you must be kept off the lists for two years. If you request, complete, and return the CRA form provided for this purpose, you must be taken off the lists indefinitely.
- **You may seek damages from violators.** If a CRA, a user or (in some cases) a provider of CRA data, violates the FCRA, you may sue them in state or federal court.

**AUTHORIZATION RE: FAIR CREDIT REPORTING ACT**

I authorize all corporations, companies, credit agencies, educational institutions, persons, law enforcement agencies, military services and former employers to release information they may possess about me to JIM THORPE RIVER ADVENTURES, INC./NORTHEAST PA KAYAK SCHOOL, INC., any of its subsidiaries, agents or contracting agencies. I further authorize to JIM THORPE RIVER ADVENTURES, INC./NORTHEAST PA KAYAK SCHOOL, INC. to disclose my Social Security Number in order to obtain any necessary information.

Further, I authorize to JIM THORPE RIVER ADVENTURES, INC./NORTHEAST PA KAYAK SCHOOL, INC. to procure an investigative consumer report on me in connection with my application for employment. I understand that an investigative consumer report is a report on my character, general reputation, personal characteristics, and mode of living obtained by a consumer reporting agency through interviews with former employers, friends and associates, both personal and professional, or with others with whom I am acquainted or who may have knowledge about me.

I understand that if I refuse to execute this authorization, the JIM THORPE RIVER ADVENTURES, INC./NORTHEAST PA KAYAK SCHOOL, INC. may refuse to grant employment based upon this refusal. A photocopy of this authorization shall be as valid as an original.

Upon written request, I will be informed whether or not an investigative report was requested, and will be supplied with the name and address of the consumer reporting agency to whom the request was made.

I certify that the information contained herein is true and complete to the best of my knowledge and understand that the falsification of any information is grounds for the rejection of my application or termination of my employment.

NAME: \_\_\_\_\_

SOCIAL SECURITY #: \_\_\_\_\_

DATE OF BIRTH: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_