



# Mills Gymnastics USA

*“Building Happy Confident Kids Since 1994”*

13300 Reeck Rd, Southgate, MI 48195

(734) 283-6550

MillsInfo@MillsGymnastics.com ▪ [www.MillsGymnastics.com](http://www.MillsGymnastics.com)

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Dear Employee Prospect,

If you are the kind of person who loves children, knows how to be demanding and yet kind at the same time, and values working hard at a worthy job, we might be a good fit.

In order to be considered for a position at Mills Gymnastics USA, you must complete the application process completely and in a timely manner. Three references are required for employment. References must be on file before the hiring process can be completed. Remember that your references should not include family members or close friends.

A job at Mills Gymnastics USA is one you should expect to have fun at while you work hard to help us accomplish our mission which is building happy confident kids since 1994.

We look forward to meeting you!

# APPLICATION FOR EMPLOYMENT

## Mills Gymnastics USA

### CONTACT INFORMATION

<b>Phones</b>	Cell _____	Address _____
	Home _____	
	Other _____	Email _____

### PERSONAL INFORMATION

<b>Name Last</b>	<b>First</b>	<b>Middle</b>	<b>Social Security Number</b>
Are you 18 years of age or older? Yes _____ No _____		If not, please state date of birth.	
Are you a citizen of the USA or have a legal right to work in the U.S.? Yes ___ No ___ (Employment subject to Form I-9.)			
Have you ever been convicted of anything other than a traffic violation? Yes ___ No ___ If yes, explain on back of page.			
What position(s) and/or department(s) are you applying for?		How did you learn about us?	
Pay Rate:	<input type="checkbox"/> Full Time <input type="checkbox"/> Other <input type="checkbox"/> Part Time <input type="checkbox"/> Summer Only	When are you available to start work?	

### AVAILABILITY

What hours are you available to work?

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday

\_\_\_\_\_ I can be flexible with my schedule.                      \_\_\_\_\_ I can not be flexible with my schedule.

At MILLS GYMNASTICS USA, teaching physical education skills to children or generally supervising children in a physical environment sometimes requires quick or unexpected movements including lifting or catching ('spotting') children weighing up to 150 lbs. or more. Additionally, teaching positions also often require lifting and adjusting heavy sports apparatus. Job positions in the office require unloading and lifting heavy boxes weighing as much as 50 lbs. or more. Facility cleaning/maintenance positions require unloading and lifting and maneuvering ladders and heavy boxes and heavy equipment weighing as much as 100 lbs. or more. Please indicate below if you have any current or past conditions which might keep you from safely performing the physical requirements of the position(s) for which you are applying.

\_\_\_\_\_ Yes, I am able to perform the physical requirement of the position(s) for which I applied without jeopardizing my safety or the safety of MILLS GYMNASTICS USA students, clients, guests, coworkers or others.

At MILLS GYMNASTICS USA, we believe in building strong relationships. However, despite best intentions, sometimes business relationships do not work out and that is why all employment at MILLS GYMNASTICS USA is AT WILL which means that either party, the employee or the company, can terminate employment at any time, with or without notice and with or without reason.

## AGREEMENT

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

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.

initial here

I authorize the references given on this application and during interviews to give to representatives of MILLS GYMNASTICS USA any and all information concerning my previous and/or current employment and any pertinent information they may have, personal or otherwise. I release all parties from any and all liability from any damage that may result.

initial here

I understand that if I am hired my continued employment is contingent upon my successful performance during a period of 90 days.

initial here

I understand that if I am hired my ongoing employment will be at will, meaning employment may be terminated by either party changed in any way except through a written understanding.

initial here

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

*MILLS GYMNASTICS USA is an EQUAL OPPORTUNITY EMPLOYER and does not discriminate against applicants or employees on the basis of race, color, gender, martial status, religion, national origin, age, veteran status, disability or any other basis prohibited by local, state or federal law.*

## AUTHORIZATION FOR BACKGROUND CHECKS

Our primary concern is to provide a safe and happy environment for our students. I understand and agree that MILLS GYMNASTICS USA will administer background checks and continued employment is conditional upon the results of these checks.

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

## ABOUT YOU

Warmth, friendliness, and a desire to serve are essential qualities for *MILLS GYMNASTICS USA* employees. At the end of each class our students, especially, only have the memories of their experience here to take home with them. Below tell us why we should hire you, your ability, and your desire to become part of the *MILLS GYMNASTICS USA* family.

## EDUCATION

High School	Major / Course of Study
College / Other	Major / Course of Study
Please list honors, awards, distinctions, certificates, volunteer work, apprenticeships, post graduate education, specialized training, etc.	

## EMPLOYMENT HISTORY

Company Name	Address	Phone
Name of 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.		
Job Title or Position	Please list your duties and responsibilities.	
Start Date	Final Date	Reason for Leaving
Start Wage \$	Final Wage \$	

Company Name	Address	Phone
Name of 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.		
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This letter is in reference to \_\_\_\_\_ who recently applied for employment at Mills Gymnastics USA.

Mills Gymnastics USA employees work with and around children, sometimes in an unsupervised environment. Therefore, in order to be considered for employment at Mills Gymnastics USA, all applicants are required to supply at least three written references to help us accurately assess each applicant's suitability for employment. Confidentiality is assured.

Thank you for your thoughtful assistance.

1. How long have you known the applicant? \_\_\_\_\_

2. What is your association with the applicant? \_\_\_\_\_

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3. Do you have any reason to suspect that the applicant is not suited to work with or around children of any age in an unsupervised environment?

**Yes**            **No**            If yes, please explain:

4. To the best of your knowledge, has this person ever been convicted of or pleaded guilty to child abuse or any violent crimes or had a child removed from their home by authorities?

**Yes**            **No**

5. To the best of your knowledge, has the applicant ever been terminated or been asked to resign from a position because of failure to carry out responsibilities?

**Yes**            **No**

6. Please summarize your opinion of this applicant's character, in particular their suitability to work with or around children.

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

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_