



Inland Empire Gymnastics Academy

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

EMPLOYMENT APPLICATION – Gymnastics Coach

TWO 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 you 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: _____

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

If yes, please explain: _____

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

Membership # _____ CPR/First Aid Certified YES ___ NO ___

Position Applying for: _____ Pay range expected: _____

Availability: School Year ___ Year-Round ___ Hours Available: _____

Other Financial/Employment Considerations Needed to Accept Position: _____

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 any relevant education, classes and specialized training you have completed which relates to your coaching background and competitive team leadership experience:

Overview of Employment History

Company	Address	Telephone No.

Job Title or Position: _____

Name of 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 Date ___/___/___ End Date ___/___/___

Start Wage/Salary \$ _____ Final Wage/Salary \$ _____

Reason for leaving: _____

Describe your duties and responsibilities:

Company

Address

Telephone No.

Job Title or Position: _____

Name of 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 Date ___/___/___

End Date ___/___/___

Start Wage/Salary \$ _____

Final Wage/Salary \$ _____

Reason for leaving? _____

Describe your duties and responsibilities:

Company

Address

Telephone No.

Job Title or Position: _____

Name of 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 Date ___/___/___

End Date ___/___/___

Start Wage/Salary \$ _____

Final Wage/Salary \$ _____

Reason for leaving? _____

Describe your duties and responsibilities:

Warmth, friendliness, enthusiasm and a genuine desire to work with children and families 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 (or a separate sheet of paper) 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.

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, religion, sex, marital status, sexual orientation, gender identification, 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.

Requirement of Certification and Background Check

Inland Empire Gymnastics Academy's number one concern is providing a safe and secure environment for its students. To that end, IEGA requires criminal background checks on all employees through NCIS, as well as membership in, and safety certification through, USA Gymnastics, and SafeSport certification through the U.S. Center for SafeSport.

I understand that my initial, and continued, employment is conditional upon that results of the background check as well as securing, and maintaining, the required certifications and memberships.

Signature _____ Date _____

Emergency Contact Information

Name: _____ Relationship: _____ Phone: _____

Name: _____ Relationship: _____ Phone: _____

Name: _____ Relationship: _____ Phone: _____

References

Please provide at least three (3) references who can attest to your background and experience, as well as provide insight on your leadership experience. Please provide their name, current contact phone number and the organization where they currently work.

1. _____

2. _____

3. _____

4. _____