



## EMPLOYMENT APPLICATION

Central Texas Tennis Association (CTTA) is a non-profit tennis organization offering reduced instruction for juniors, adults, and seniors in or community. Our summer program, NJTL provides enjoyable summer fun with tennis, arts and crafts, field trips, and much more.

### To apply for CTTA Summer Opportunities:

- You must be 16 and over (employment) or 14 years old (volunteer)
- Salary is based on experience and starts at \$8.00/hr.
- Complete the downloadable application and return to:
- Email to [cttatennis512@gmail.com](mailto:cttatennis512@gmail.com)

**OR**

- Mail to CTTA-NJTL P.O. Box 151014, Austin, TX 78715

### A background check will be performed, please provide the following documentation:

- Proof of age (Birth Certificate, Driver's License, or Valid U.S. Passport)
- Proof of Social Security Number

### SUBMISSION OF APPLICATION DOES NOT GUARANTEE EMPLOYMENT



For more information or if you have any questions about completing this application, please call (512) 466-6545 or email [cttatennis512@gmail.com](mailto:cttatennis512@gmail.com)



Forward resume to [cttatennis512@gmail.com](mailto:cttatennis512@gmail.com)

**PLEASE NOTE:** CTTA will not accept incomplete application; you must submit all requested documentation to be considered. If you have no information to enter in a section, please write N/A.

Name & Address	
<b>Name (First, MI, Last)</b> Click or tap here to enter text.	<b>Social Security Number</b> Click or tap here to enter text.
<b>Mailing Address</b> Click or tap here to enter text.	
<b>City, State, Zip Code</b> Click or tap here to enter text.	
<b>Home Phone</b> Click or tap here to enter text.	<b>Alternate Phone</b> Click or tap here to enter text.
<b>Date of Birth / Age</b> Click or tap here to enter text.	<b>Email Address</b> Click or tap here to enter text.

Additional Information		
Have you been employed with Central Texas Tennis Association before? <input type="checkbox"/> YES <input type="checkbox"/> NO		
I certify that I am a U.S. citizen, permanent resident, or a foreign national with authorization to work in the United States? ** <input type="checkbox"/> YES <input type="checkbox"/> NO		
Have you been convicted of, or entered a plea of guilty, no contest, or had a withheld judgement to a felony? ** <input type="checkbox"/> YES <input type="checkbox"/> NO		
If YES, please explain:		
<b>** These questions must be answered in order to be considered for employment.</b>		
Do you have a driver's license? <input type="checkbox"/> YES <input type="checkbox"/> NO	<b>Driver's license number</b> Click or tap here to enter text.	<b>State Issued</b> Click or tap here to enter text.

Job Preference					
<input type="checkbox"/> No Preference	<input type="checkbox"/> Monday <b>Time:</b> Click or tap here to enter text.	<input type="checkbox"/> Tuesday <b>Time:</b> Click or tap here to enter text.	<input type="checkbox"/> Wednesday <b>Time:</b> Click or tap here to enter text.	<input type="checkbox"/> Thursday <b>Time:</b> Click or tap here to enter text.	<input type="checkbox"/> Friday <b>Time:</b> Click or tap here to enter text.
<b>Date available to start</b> Click or tap here to enter text.		<b>Site Preference #1</b> Click or tap here to enter text.		<b>Site Preference #2</b> Click or tap here to enter text.	

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**Education (high school, college, business/trade school)**

School	Location	Attended	Major	Degree or Diploma
Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.
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**Work History**

<b>Job Title</b> Click or tap here to enter text.	<b>From</b> Click or tap here to enter text.	<b>To</b> Click or tap here to enter text.	<b>Full Time/Part-Time</b> <input type="checkbox"/> Full Time <input type="checkbox"/> Part-Time	<b>Employer</b> Click or tap here to enter text.
<b>Address</b> Click or tap here to enter text.	<b>Phone</b> Click or tap here to enter text.		<b>Supervisor</b>	<b>May we contact Supervisor</b> <input type="checkbox"/> YES <input type="checkbox"/> NO

**Reason for leaving?** Click or tap here to enter text.

<b>Job Title</b>	<b>From</b> here to enter text.	<b>To</b> Click or tap here to enter text.	<b>Full Time/Part-Time</b> <input type="checkbox"/> Full Time <input type="checkbox"/> Part-Time	<b>Employer</b> Click or tap here to enter text.
<b>Address</b> Click or tap here to enter text.	<b>Phone</b> Click or tap here to enter text.		<b>Supervisor</b>	<b>May we contact Supervisor</b> <input type="checkbox"/> YES <input type="checkbox"/> NO

**Reason for leaving?** Click or tap here to enter text.

<b>Job Title</b>	<b>From</b> Click or tap here to enter text.	<b>To</b> Click or tap here to enter text.	<b>Full Time/Part-Time</b> <input type="checkbox"/> Full Time <input type="checkbox"/> Part-Time	<b>Employer</b> Click or tap here to enter text.
<b>Address</b>	<b>Phone</b> Click or tap here to enter text.		<b>Supervisor</b> Click or tap here to enter text.	<b>May we contact Supervisor</b> <input type="checkbox"/> YES <input type="checkbox"/> NO

**Reason for leaving?** Click or tap here to enter text.

**References**

Name	Email	Phone	Relationship
Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.
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Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.

I certify that all answers and statements on this application are true and complete to the best of my knowledge. I understand that should an investigation disclose untruthful or misleading information, my application may be rejected or my employment with this company terminated.

**Signature:**

**Date:**

For more information or if you have any questions about completing this application, please call (512) 466-6545 or email [cttatennis512@gmail.com](mailto:cttatennis512@gmail.com)