



The City of Osceola is seeking a highly qualified candidate for the Assistant Parks and Recreation Director position. Reporting to the Parks and Recreation Director, this position shall be responsible for assisting in the hiring/training of seasonal staff, coordinating and oversight of youth and adult recreational programming, and supervision of park maintenance. This position shall also be responsible for and participate in the operation, maintenance, and programming at the Osceola municipal golf course and shall work directly with the Golf Course Management Commission.

Qualified candidates must have a Bachelor's Degree in Recreation, Park Management, Leisure Services, or a closely related field. Experience and skills may be substituted for education.

Anticipated salary is \$45,000 - \$55,000, but may be negotiable depending on qualifications. For consideration, submit a resume, completed application form, and references to twheeler@osceolaia.net. Applications are available upon request or on the City's website at www.osceolaia.net or by calling 641-342-2377.

Review of candidate applications and resumes shall begin on April 15, 2022.



City of Osceola



APPLICATION FOR EMPLOYMENT

Prospective employees will receive consideration without discrimination because of race, creed, color, sex, age, national origin, handicap or

P E R S O N A L	<i>Last Name</i>	<i>First</i>	<i>Middle</i>	<i>Date</i>
	<i>Street Address</i>			<i>Home Telephone</i> ()
	<i>City, State, Zip</i>			<i>Business Telephone</i> ()
	<i>Have you ever applied for employment with us?</i> ____ Yes ____ No <i>If yes: Month and Year</i> _____ <i>Position</i> _____			<i>Social Security #</i>
	<i>Position Desired (List All)</i> ASSISTANT PARKS & RECREATION DIRECTOR			<i>Pay Expected</i>
	<i>Apart from absence for religious observance, are you available for full-time work?</i> ____ Yes ____ No <i>If not, what hours can you work?</i> _____			<i>Will you work overtime if asked?</i> ____ Yes ____ No
	<i>Are you legally eligible for employment in the United States?</i>			<i>When will you be available to begin work?</i> _____
	<i>Other special training or skills (languages, machine operation, etc.)</i>			

E D U C A T I O N	School	Name and Location of School	Course of Study	No. of Years Completed	Did You Graduate?	Degree or Diploma
	<i>Graduate</i>				____ Yes ____ No	
	<i>College / University</i>				____ Yes ____ No	
	<i>Business / Trade / Technical</i>				____ Yes ____ No	
	<i>High School</i>				____ Yes ____ No	
	<i>Elementary</i>					

Membership in Professional or Civic Organizations <i>(Exclude those which may disclose your race, color, religion or national origin)</i>

EMPLOYMENT HISTORY

**Begin with most recent job and list longest or most important jobs held.
Please fill out this section carefully and completely.**

<i>Company Name or Branch of Military</i>	<i>Date Started</i>	<i>Date Left</i>	<i>Rate of Pay</i>	<i>Job Title</i>
<i>Company Address (City, State, Zip)</i>	<i>Reason For Leaving</i>			<i>Describe Job Duties, Tools or Machines Used</i>

<i>Company Name or Branch of Military</i>	<i>Date Started</i>	<i>Date Left</i>	<i>Rate of Pay</i>	<i>Job Title</i>
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May we contact your present employer? Yes No

Former Employers? Yes No

REFERENCES

Give the names of three persons not related to you, whom you have known at least one year.

	Name & Address	Business	Years Known
1			
2			
3			

I authorize investigation of all statements contained in this application. I understand that misrepresentation or omission of facts is cause for dismissal.

Signature of Applicant: _____ **Date:** _____