

**City of Mountain Brook  
Parks and Recreation  
Employment Application**

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

Social Security Number: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ Phone Number: ( ) \_\_\_\_\_ - \_\_\_\_\_

Alt. Phone Number: ( ) \_\_\_\_\_ - \_\_\_\_\_

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

Street City State Zip Code

How long have you lived at the above address? \_\_\_\_\_ The one below? \_\_\_\_\_

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

Street City State Zip Code

Position applying for: GENERAL LABORER If not, list other\*: \_\_\_\_\_

Will you accept temporary or seasonal appointment? Yes \_\_\_\_\_ No \_\_\_\_\_

\* Any position other than laborer must be hired through the Personnel Board of Jefferson County [www.pbjcal.org](http://www.pbjcal.org)

Have you read the job description for this position (laborer is listed on last page)? Yes \_\_\_ No \_\_\_

Do you understand and are you able to perform the activities required for this position? \_\_\_\_\_

Have you worked for the City of Mountain Brook before? Yes \_\_\_\_\_ No \_\_\_\_\_

If yes, which department? \_\_\_\_\_ When? \_\_\_\_\_

List any friends or relatives working here: \_\_\_\_\_

Do you have a valid and current driver's license\*? Yes \_\_\_\_\_ No \_\_\_\_\_

Driver's License number \_\_\_\_\_ State issued by: \_\_\_\_\_

Do you have a CDL? Yes \_\_\_\_\_ No \_\_\_\_\_ If yes, what class? A B C

\* If you are offered the job, a driver's history check will be completed

**Military Service Record:**

Are you currently in the Military? Yes \_\_\_\_\_ No \_\_\_\_\_

If yes, which Branch and Classification? \_\_\_\_\_

Have you ever served in the Military? Yes \_\_\_\_\_ No \_\_\_\_\_

If yes, which Branch and Classification? \_\_\_\_\_

Dates of service: From \_\_\_\_\_ To \_\_\_\_\_

Type of Discharge: \_\_\_\_\_

**Education:**

High School Attended: \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_

Did you receive a diploma? Yes \_\_\_\_\_ No \_\_\_\_\_

If not, did you get your GED? Yes \_\_\_\_\_ No \_\_\_\_\_

**Higher Education:**

School(s) attended	Course of Study	Years Attended	Degree Received (Put N/A if no degree)
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

**Employment History:**

1. Company Name: \_\_\_\_\_

Current or most recent job held

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

Street

City

State

Zip Code

Employed From: \_\_\_\_\_ To \_\_\_\_\_ Position: \_\_\_\_\_

Starting Salary: \_\_\_\_\_ Ending Salary: \_\_\_\_\_

Reason for Leaving: \_\_\_\_\_

Supervisor's Name: \_\_\_\_\_ Phone (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

Job Duties:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

2. Company Name: \_\_\_\_\_

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

Street

City

State

Zip Code

Employed From: \_\_\_\_\_ To \_\_\_\_\_ Position: \_\_\_\_\_

Starting Salary: \_\_\_\_\_ Ending Salary: \_\_\_\_\_

Reason for Leaving: \_\_\_\_\_

Supervisor's Name: \_\_\_\_\_ Phone (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

Job Duties:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

3. Company Name: \_\_\_\_\_

Address: \_\_\_\_\_  
Street City State Zip Code

Employed From: \_\_\_\_\_ To \_\_\_\_\_ Position: \_\_\_\_\_

Starting Salary: \_\_\_\_\_ Ending Salary: \_\_\_\_\_

Reason for Leaving: \_\_\_\_\_

Supervisor's Name: \_\_\_\_\_ Phone (\_\_\_\_) \_\_\_\_\_-\_\_\_\_\_

Job Duties:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Other Information:**

Do you have any experience operating standard lawn care equipment? Yes \_\_\_\_\_ No \_\_\_\_\_  
If yes, please list some of the equipment \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Do you have any experience maintaining and lining sports fields (baseball, soccer, football, etc)  
Yes \_\_\_\_\_ No \_\_\_\_\_  
If yes, list the specific tasks: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

List any special skills or certifications not already mentioned in the application

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**The facts set forth above in my application are true and complete. I understand that if employed, false statements and/or misrepresentation on this application shall be considered sufficient cause for termination of employment.**

Printed Name of Applicant

Signature

Date

Note: If additional space is needed to complete the application, you may either write on the back of one of the pages or add additional pages. You may also attach any valid documentation you feel necessary to give us a better understanding of your qualifications. This includes a resume, copy of licenses or degrees, etc. Please return the application to Parks and Recreation at 3698 Bethune Drive, Mountain Brook, AL 35223. Applications will be kept for one year from the date listed on the front page. You will need to re-apply each year if you are still interested. If your contact information changes within the year, please call 802-3877 to update your application.

City of Mountain Brook  
Parks & Recreation  
**Laborer Job Description**

**Requirements:**

Current and valid driver's license

Willingness to work around traffic, steep slopes, and in extreme weather conditions if necessary

Willingness to be exposed to natural hazards such as pollen, bees, snakes, poison ivy, dusts, etc.

**General Description:**

Maintain city parks and sports fields

Maintain right-of-ways within the city limits

**Examples of Duties:**

- Pick up litter on right-of-ways, in parks and streams, and around city facilities
- Safely operate and maintain landscaping equipment and tools including various mowers, weed eaters, edgers, pruners, backpack blowers, chainsaws, shovels, rakes, etc.
- Lift objects up to 80 lbs (sacks of concrete, lumber, logs, random trash)
- Tote equipment long distances (weed eaters and backpacks)
- Maintain safe walking tracks and sidewalks
- Plant flowers, tree, shrubs, groundcovers, and turf grass
- Prune trees, shrubs, and groundcovers
- Prepare various sports fields for games (baseball, football, soccer, lacrosse, etc)
- Work extra hours as needed during practices and games
- Apply chemicals as directed (herbicides and pesticides)
- General construction maintenance using hammers, drills, saws, etc
- Repair irrigation in parks and on fields
- Drive a truck to and from the work site
- Pull a trailer with equipment and/or water tank
- General housekeeping with Parks and Recreation facilities, including restrooms at sports fields
- Any other tasks deemed necessary to complete our obligations to the safety and well being of the public