2019 Summer Youth Employment Opportunity
Teens Are Encouraged to Apply for the 2019 Youth Training Program

Gadsden County announces its Summer Youth Training Program, designed to allow students the opportunity to obtain work experience in a real-world environment. For six (6) weeks, youth between the ages of 14 and 18 will be introduced to the workplace, gain valuable employment skills, and earn a modest summer income.

Youth selected will work up to 20 hours per week earning $8.46 per hour. The program begins Monday, June 10th and ends Friday, July 19th.

Applications Accepted:
Monday, April 1st through Friday, April 26th
Applications can be obtained from the Gadsden County BOCC’s website – www.gadsdengov.net, any of the three branch libraries, at local county high schools, or from the Gadsden County employment board located on the 1st floor of the Edward Butler Governmental Complex Building
9B East Jefferson Street, Quincy, Florida

Applications must include a copy of the student’s most recent report card for the 2018-2019 school year that includes the youth’s grades, attendance and conduct. Applications will not be accepted without a report card. Progress reports will not be accepted in place of report cards. Proof of Residency must be included when submitting application. Students are only allowed to participate in the program once.

Qualifications to Participate in the Program:
- Student Must be a Gadsden County Resident
- Must be between the ages of 14 – 18 on the date the program starts
- Must have a 2.0 GPA
- Acceptable school attendance
- Acceptable school conduct

Applications are to be submitted “ONLY” to the:
Gadsden County Board of County Commissioners
Administrator’s Office
Location: Edward Butler Building
5B East Jefferson Street, 2nd Floor, Suite 201
Quincy, Florida
Applications may also be faxed to 875.8655 or E-mailed to: JRobinson@gadsdencountyfl.gov

For more information, please visit the County’s website at: www.gadsdengov.net or contact Jeronda Robinson at (850) 875-8650.
Gadsden County
Board of County Commissioners
9B East Jefferson Street, Quincy, Florida 32351, (850)875-8650
www.gadsdencountyfl.gov

2019 Summer Youth Employment Application

***A CURRENT REPORT CARD MUST BE ATTACHED, PROGRESS REPORTS ARE NOT ACCEPTABLE***

Current Age ________ DOB ____________________ Current Grade Level _____________

Municipality/Area where you live:

- Chattahoochee
- Greensboro
- Gretna
- Havana
- Midway
- Quincy
- St. John
- Robertsville
- Scott Town
- Sycamore
- Sawdust
- Shallow

Personal Information

Last Name _________________________ First Name __________________________ MI _____

Physical Address:

Street Name & Number: ______________________________________________________

City: ________________________________ Zip: ___________

Home Phone #: ______________________ Cell#: ______________________

Mailing Address (If Different From Above):

Street Name & Number or P.O. Box: __________________________________________

City: ________________________________ Zip: ___________

E-Mail Address: ________________________________

Name of Parent/Guardian: ________________________________ Contact #:

Are you a resident of Gadsden County?: © Yes ☐ No

This program is available to Gadsden County Residents Only

Citizenship/Authorization

The Gadsden County BOCC hires only United States citizens and lawfully authorized alien workers. If offered employment, you must provide proof of citizenship or authorization to work in the U.S. before you are hired.

Are you a U.S. Citizen? ☐ Yes ☐ No

If no, do you possess an I-151, an I-1551, or an I-94 card stamped “Employment Authorized”?

☐ Yes, Card #__________________________ ☐ No

Education

Name of School Grade Level Completed

Elementary

Middle

High School
Current or Previous Work History

<table>
<thead>
<tr>
<th>Current or Previous Employer: ____________________________</th>
<th>Supervisor’s Name: ____________________________</th>
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<tbody>
<tr>
<td>Job Title: ____________________________</td>
<td>Telephone #: ____________________________</td>
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<tr>
<td>Address: ____________________________</td>
<td>Telephone #: ____________________________</td>
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<tr>
<td>Dates of Employment: From <em><strong><strong>/</strong></strong></em>/_____ to <em><strong><strong>/</strong></strong></em>/_____</td>
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<tr>
<td>Hours Worked Per Week: ___________</td>
<td>Salary Beginning: ___________/Ending ___________</td>
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<td>Specific Job Duties:</td>
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<td>___________________________________________________________________________________</td>
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<td>Work Skills</td>
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<td>☐ Word Processing, Spreadsheets, Databases</td>
<td>☐ Public Speaking</td>
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<td>☐ Camp/Youth Group Leader</td>
<td>☐ Custodial</td>
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<td>☐ Customer Service: Answering/Routing Calls, Copying, Filing, etc.</td>
<td>☐ Lawn Care</td>
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<td>☐ Other: ____________________________</td>
<td>☐ Cashier/Money Handling</td>
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<td>Specific Software Expertise:</td>
<td>Other Skilled Areas (List any other relevant skills whether paid/unpaid.)</td>
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Areas of Interest/Hobbies

Please list below your interests and/or hobbies:

1. ____________________________________________________________________________________
2. ____________________________________________________________________________________
3. ____________________________________________________________________________________

CERTIFICATE OF APPLICANT

I hereby certify that all statements made in this application and any attachments to it are true. I understand that any misstatement, misrepresentation or omission of fact may cause my application not to be considered; or, if I have been employed, may cause for my immediate dismissal. I authorize the Human Resources Office of Gadsden County BOCC to verify any information contained in this application and its attachments. I further authorize anyone having such information to release it. I further understand that I am applying for a position in the Gadsden County Summer Youth Training Program. If I am selected for a position, I understand that I will be a participant in the Gadsden County Summer Youth Training Program and not an employee of Gadsden County.

☐ Checking this box indicates that you have read and agree to the Certificate of Applicant statement above.

☐ Checking this box indicates that you understand you will have to attend a mandatory orientation that will be scheduled during the week of June 3rd as well as mandatory training scheduled on Monday, June 10th.

☐ Checking this box indicates your application is complete and you understand that an incomplete application will not be reviewed for participation in the program.

STOP!! – Make sure you read and check the boxes above. Unchecked boxes indicates an incomplete application.

Signature of Applicant: ____________________________ Date: ____________________________

Applications Without a Current Report Card and Completed Proof Of Residency Form Will Not Be Accepted
Proof of Residency

It is required that a parent/guardian verify that a youth’s address is within the County of Gadsden, Florida prior to submitting an application to participate in the Summer Youth Employment Program. This form must be submitted along with two proofs of residency when submitting the employment application. Acceptable documents are listed below:

- Government Issued Photo ID such as Driver’s License or ID Card
- Utility Bill (Cell Phone or Cable Bill will not be accepted as proof of residency)
- Residential Lease or Proof of Property Ownership
- Notarized Affidavit of Residency

Please complete the information below:

**Youth Information:**
- Youth’s Full Name
- Physical Street Address including City & Zip
- Contact Phone Number
- Current Grade Level

**Parent/Guardian Information:**
- Parent/Guardian Name
- Relationship to Youth
- Contact Phone Number

By signing below, I acknowledge that the information provided above is true and correct.

____________________________________  ____________________
Signature of Student  Date

____________________________________  ____________________
Signature of Parent/Guardian  Date
AFFIDAVIT OF RESIDENCY

I, ____________________________________________, the parent/guardian to ______________________________(Youth Name), being duly sworn, do hereby attest that:

1. The youth mentioned above is a resident of the City of: __________________________, in Gadsden County, Florida.
2. His/Her address is: ______________________________ (Street Number & Name) ______________________________ (City & Zip)
3. The youth has resided at the above address since: ____________________
   (Indicate Date Residence Began)
4. The following people reside with the youth at the aforementioned address and can attest to the residency:
   a. Name: ______________________ Contact Phone #: ________________
      Relationship to Youth: ______________________
   b. Name: ______________________ Contact Phone #: ________________
      Relationship to Youth: ______________________
   c. Name: ______________________ Contact Phone #: ________________
      Relationship to Youth: ______________________

_______________________________________
Signature of Parent/Guardian Completing Form

NOTARY ACKNOWLEDGEMENT

STATE OF FLORIDA
COUNTY OF ___________________

The foregoing affidavit was acknowledged before me this __________ date of __________, 2019, by __________________________, who is personally known to me or proved through satisfactory evidence of identification which was ______________________ to be the person named and who signed this affidavit.

Notary Signature
Printed Name ______________________________
Notary Seal/Stamp
Commission Expires: _____________________