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| Hiring at the Plain City Aquatic Center - Here's how it works….... |
| Step 1 | Go to Village website: https://[www.plain-city.com/human-resources](http://www.plain-city.com/human-resources) and Download/Fill out an application |
| Step 2 | Submit to: lgranger@plain-city.com |
| Step 3 | Former employees will be called or e-mailed - New applicants will be sent an interview date/time |
| Step 4 | Interview - be punctual and neat. No need to dress up |
| Step 5 | You will be notified whether you are hired for the season |
| Step 6 | If hired, you will be sent paperwork to complete- follow the instruction grid for necessary paperwork |
| Step 7 | Fill out all needed paperwork and send back to: lgranger@plain-city.com |  |
| Step 8 | Once paperwork and info. Is verified, you will be sent a REGISTRATION NUMBER for drug testing |
| Step 9 | Follow Instruction Sheet for Drug Testing. MUST DO WITHIN 10 DAYS of receiving registration number |