



## Application for Employment

(Revision: 02/2015)

Position(s) applied for: \_\_\_\_\_ Date: \_\_\_\_\_

Fiddler's Elbow Country Club considers all applicants for employment without regard to race, color, religion, gender, sexual orientation, national origin, age, handicap or disability or status as a Vietnam-era or special disabled veteran in accordance with federal law. In addition, Fiddler's Elbow Country Club complies with applicable state and local laws prohibiting discrimination in employment. Fiddler's Elbow Country Club also provides "reasonable accommodations" to qualified individuals with disabilities, in accordance with the Americans with Disabilities Act and applicable state and local laws.

This application was designed for use for all Fiddler's Elbow Country Club positions which include several different job types. Therefore, all questions may not be completely applicable to all jobs. If you feel a particular area is not applicable to the position for which you are applying, simply write N/A in the section.

This application for employment will be active for only a period of 60 days following the date it was submitted.

### PERSONAL INFORMATION

Name: \_\_\_\_\_ Social Security Number: \_\_\_\_\_

Street: \_\_\_\_\_ Apt. : \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Home Telephone: \_\_\_\_\_ Mobile Telephone: \_\_\_\_\_

Email: \_\_\_\_\_

Hours/period of time available to work (check one or more)

\_\_\_\_\_ Full-time \_\_\_\_\_ Part-time \_\_\_\_\_ Intern \_\_\_\_\_ Summer \_\_\_\_\_ Seasonal \_\_\_\_\_ Temporary

If other than Full-time, please specify: \_\_\_\_\_

Date you can start: \_\_\_\_\_ Salary desired: \_\_\_\_\_

Are you willing to work overtime as necessary? \_\_\_\_\_ Yes \_\_\_\_\_ No

If hired, will you have reliable transportation to Fiddler's Elbow Country Club's place or work? \_\_\_\_\_ Yes \_\_\_\_\_ No

Are you over the age of 18? \_\_\_\_\_ Yes \_\_\_\_\_ No If no, state your age: \_\_\_\_\_ Valid Work Permit? \_\_\_\_\_ Yes \_\_\_\_\_ No

Are you currently on layoff? \_\_\_\_\_ Yes \_\_\_\_\_ No Subject to recall? \_\_\_\_\_ Yes \_\_\_\_\_ No

Have you ever been employed by Fiddler's Elbow Country Club? \_\_\_\_\_ Yes \_\_\_\_\_ No

If yes, when/what position? \_\_\_\_\_

How did you hear about this position at Fiddler's Elbow Country Club? (If current employee, please state the employee's name)

\_\_\_\_\_

Is there anything that would prevent you from performing, in a reasonable and safe manner, the activities involved in the position for which you are applying?

\_\_\_\_\_ Yes \_\_\_\_\_ No If yes, please explain: \_\_\_\_\_

State the name(s) of any relative(s) in our employ and your relationship to them:

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

Federal laws require that employers hire only individuals who are authorized to be lawfully employed in the United States. In compliance with such laws, Fiddler's Elbow Country Club will verify the status of every individual offered employment with the Club. In this connection, all offers of employment are subject to verification of the applicant's identity and employment authorization, and it will be necessary for you to submit such documents as are required by law to verify your identification and employment authorization upon employment.

Do you have the legal right to work and remain in the United States? \_\_\_\_\_ Yes \_\_\_\_\_ No

**RECORD OF EDUCATION**

**High School:** \_\_\_\_\_

Address of School: \_\_\_\_\_

Course of Study: \_\_\_\_\_

Number of years completed: \_\_\_\_\_ Did you graduate? \_\_\_\_\_ Yes \_\_\_\_\_ No

**College or University:** \_\_\_\_\_

Address of School: \_\_\_\_\_

Course of Study: \_\_\_\_\_

Number of years completed: \_\_\_\_\_ Did you graduate? \_\_\_\_\_ Yes \_\_\_\_\_ No

Diploma or degree received: \_\_\_\_\_

**Other School:** \_\_\_\_\_

Address of School: \_\_\_\_\_

Course of Study: \_\_\_\_\_

Number of years completed: \_\_\_\_\_ Did you graduate? \_\_\_\_\_ Yes \_\_\_\_\_ No

**MILITARY SERVICE RECORD**

Have you ever served in the U.S. Armed Forces? \_\_\_\_\_ Yes \_\_\_\_\_ No Branch of Service: \_\_\_\_\_

List duties in the service, rank at discharge, awards received and any special training that is relevant to the position for which you applied.

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

**PRIOR WORK HISTORY** (List in order, *last or current employer first*. Account for any gaps in your employment.)

1. Employer Name: \_\_\_\_\_  
Employer Address: \_\_\_\_\_  
Employer Telephone Number: \_\_\_\_\_ Employer Email: \_\_\_\_\_  
Position/Title: \_\_\_\_\_ Full Time \_\_\_\_\_ Part Time \_\_\_\_\_ Seasonal \_\_\_\_\_  
Employed from: \_\_\_\_\_ to \_\_\_\_\_ Rate of Pay at Start: \_\_\_\_\_ Finish: \_\_\_\_\_  
Supervisor's Name/Title: \_\_\_\_\_  
Reason for Leaving: \_\_\_\_\_  
Describe the work performed, significant accomplishments, skills obtained:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

2. Employer Name: \_\_\_\_\_  
Employer Address: \_\_\_\_\_  
Employer Telephone Number: \_\_\_\_\_ Employer Email: \_\_\_\_\_  
Position/Title: \_\_\_\_\_ Full Time \_\_\_\_\_ Part Time \_\_\_\_\_ Seasonal \_\_\_\_\_  
Employed from: \_\_\_\_\_ to \_\_\_\_\_ Rate of Pay at Start: \_\_\_\_\_ Finish: \_\_\_\_\_  
Supervisor's Name/Title: \_\_\_\_\_  
Reason for Leaving: \_\_\_\_\_  
Describe the work performed, significant accomplishments, skills obtained:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

3. Employer Name: \_\_\_\_\_  
Employer Address: \_\_\_\_\_  
Employer Telephone Number: \_\_\_\_\_ Employer Email: \_\_\_\_\_  
Position/Title: \_\_\_\_\_ Full Time \_\_\_\_\_ Part Time \_\_\_\_\_ Seasonal \_\_\_\_\_  
Employed from: \_\_\_\_\_ to \_\_\_\_\_ Rate of Pay at Start: \_\_\_\_\_ Finish: \_\_\_\_\_  
Supervisor's Name/Title: \_\_\_\_\_  
Reason for Leaving: \_\_\_\_\_  
Describe the work performed, significant accomplishments, skills obtained:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**SKILLS**

Please list any experiences, skills, languages, organizations or abilities that you feel especially qualify you for work with Fiddler's Elbow Country Club which have not been covered elsewhere on this Application:

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**PERSONAL REFERENCES** (Excluding relatives)

1. Name and occupation: \_\_\_\_\_

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

Telephone Number: \_\_\_\_\_ Years known: \_\_\_\_\_

2. Name and occupation: \_\_\_\_\_

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

Telephone Number: \_\_\_\_\_ Years known: \_\_\_\_\_

**PRE-EMPLOYMENT STATEMENT** (Please read carefully and sign the statement below.)

I understand and agree that:

1. The information that I have provided on this application is true and complete to the best of my knowledge. Any misrepresentation or omission of any fact in my application, resume or any other materials or during any interviews, can be justification of refusal of employment, or, if employed, termination from Fiddler's Elbow Country Club's employ.
2. Any offer of employment I may receive from Fiddler's Elbow Country Club is contingent upon my successful completion of the Club's total pre-employment screening process, including the Club's receiving references that it considers satisfactory, and my satisfactory completion of any post-offer pre-employment medical examination the Club may require. I also agree, if employed, to submit to a medical examination at any time at the Club's request. I hereby consent to having the results of any post-offer, pre-employment or post-employment medical exams I may be required to take disclosed to Fiddler's Elbow Country Club.
3. In processing my application for employment, the Club may verify all the information provided by me, or may procure or have procured a consumer or an investigate consumer report for this purpose concerning my prior employment, military record, education, character, general reputation, personal characteristics, criminal record and mode of living. I understand that upon written request to the Club, I will be informed whether an investigative consumer report was requested and given full information as to the nature and scope of this investigation.
4. I authorize and request that all of my present and former employers and those individuals I have listed as personal references furnish information about my employment record, including a statement of the reason for the termination of my employment, work performance, abilities and other qualities pertinent to my qualification for employment, hereby releasing them from any and all liability for damages arising from furnishing the requested information.
5. In consideration of my employment, if offered, I agree to comply with the policies, rules, regulations and procedures of Fiddler's Elbow Country Club and understand that my employment and compensation, if offered, is "at will" and can be terminated with or without cause or notice, at any time, at the option of either the Club or myself. I further understand that this Application does not constitute a contract for employment and that no manager or representative of the Club, other than the General Manager has any authority to enter into any agreement with me for employment for any specified period of time or to make any agreement different from or contrary to the foregoing. I further understand that any such agreement, if made, shall not be enforceable unless it is in writing and signed by me and the General Manager of Fiddler's Elbow Country Club.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Name of person assisting with completion of this Application (if any): \_\_\_\_\_