



**EMPLOYMENT APPLICATION (FOR ALL POSITIONS)**

**We consider applicants for all positions without regard to race, color, creed, gender, national origin, age, marital or veteran status, disability, or any other legally protected status. (Please print)**

|   |                      |
|---|----------------------|
| Position Applied for (please circle all that apply):<br>Administration, AV & Set-ups, Dining Hall, The Edge,<br>Financial, Gift Shop, Housekeeping, Lakeside Grill,<br><del>Lifeguard, Maintenance, Marina, Sales</del>                                     | Date of Application: |
| How Did You Learn About Us?<br><input type="checkbox"/> Advertisement <input type="checkbox"/> Friend <input type="checkbox"/> Walk-In<br><input type="checkbox"/> Employment Agency <input type="checkbox"/> Relative <input type="checkbox"/> Other _____ |                      |

|                     |            |                        |                     |
|---------------------|------------|------------------------|---------------------|
| Last Name           | First Name | Middle Name            | Maiden Name         |
| Address (permanent) |            | City                   | State      Zip Code |
| Address (temporary) |            | City                   | State      Zip Code |
| e-mail address      |            |                        |                     |
| Telephone Number(s) |            | Social Security Number |                     |

What church do you attend? \_\_\_\_\_ Pastor's name? \_\_\_\_\_

If you are under 18 years of age, can you provide required proof of your eligibility to work? ! Yes ! No  
Are you a United States Citizen? ! Yes ! No

*If no, are you lawfully authorized to work in the United States? ! Yes ! No*

Have you ever filed an application with us before? ! Yes ! No      If Yes, give date \_\_\_\_\_

Have you ever been employed with us before? ! Yes ! No      If Yes, give date \_\_\_\_\_

Are you currently employed?! Yes ! No

Are you currently on "layoff" status and subject to recall? ! Yes ! No

May we contact your present employer? ! Yes ! No

On what date would you be available to work? \_\_\_\_\_ Desired salary? \_\_\_\_\_

Are you available to work: ! Full Time ! Part Time ! Temporary

! Student Summer Staff ! Evenings ! Weekends

Do you have a valid driver's license? ! Yes ! No

If yes, expiration date \_\_\_\_\_ class \_\_\_\_\_ endorsements \_\_\_\_\_

Have you been convicted of a crime (other than a minor traffic violation) within the last 7 years? ! Yes ! No

**Conviction will not necessarily disqualify an applicant from employment.**

If Yes, please explain \_\_\_\_\_

**Education**

|   | Name and Address of School | Course of Study | Years Completed | Diploma Degree |
|---|----------------------------|-----------------|-----------------|----------------|
| High School   |                            |                 |                 |                |
| Technical School  |                            |                 |                 |                |
| Undergraduate College   |                            |                 |                 |                |
| Undergraduate College   |                            |                 |                 |                |
| Graduate Professional   |                            |                 |                 |                |
| Other (Specify)   |                            |                 |                 |                |
| <b>Describe any specialized training, apprenticeship, internship, extra-curricular activities, or other items that you feel enhance your education.</b> |                            |                 |                 |                |
| <hr/> <hr/> <hr/>   |                            |                 |                 |                |

**Specialized Skills:** List Skills/Equipment Operated

Office (list): \_\_\_\_\_

Service (list): \_\_\_\_\_

Machinery (list): \_\_\_\_\_

Other (list): \_\_\_\_\_

List any professional licenses, designations, certifications, etc. that may relate to the position(s) applied for. Include date granted, name of organization, and any other relevant information.

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List professional, trade, business, or civic activities and offices held.

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Summarize any other special job-related skills and qualifications.

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## Employment Experience

Start with your present or last job. Include any job-related military service assignments and volunteer activities.

|    |                     |                           |              |                       |
|----|---------------------|---------------------------|--------------|-----------------------|
| 1. | Employer/Supervisor | <b>Dates Employed</b>     |              | <b>Work Performed</b> |
|    |                     | <b>From</b>               | <b>To</b>    |                       |
|    | Address             |                           |              |                       |
|    | Telephone Number(s) | <b>Hourly Rate/Salary</b> |              |                       |
|    |                     | <b>Starting</b>           | <b>Final</b> |                       |
|    | Job Title           |                           |              |                       |
|    | Reason for Leaving  |                           |              |                       |
| 2. | Employer/Supervisor | <b>Dates Employed</b>     |              | <b>Work Performed</b> |
|    |                     | <b>From</b>               | <b>To</b>    |                       |
|    | Address             |                           |              |                       |
|    | Telephone Number(s) | <b>Hourly Rate/Salary</b> |              |                       |
|    |                     | <b>Starting</b>           | <b>Final</b> |                       |
|    | Job Title           |                           |              |                       |
|    | Reason for Leaving  |                           |              |                       |
| 3. | Employer/Supervisor | <b>Dates Employed</b>     |              | <b>Work Performed</b> |
|    |                     | <b>From</b>               | <b>To</b>    |                       |
|    | Address             |                           |              |                       |
|    | Telephone Number(s) | <b>Hourly Rate/Salary</b> |              |                       |
|    |                     | <b>Starting</b>           | <b>Final</b> |                       |
|    | Job Title           |                           |              |                       |
|    | Reason for Leaving  |                           |              |                       |
| 4. | Employer/Supervisor | <b>Dates Employed</b>     |              | <b>Work Performed</b> |
|    |                     | <b>From</b>               | <b>To</b>    |                       |
|    | Address             |                           |              |                       |
|    | Telephone Number(s) | <b>Hourly Rate/Salary</b> |              |                       |
|    |                     | <b>Starting</b>           | <b>Final</b> |                       |
|    | Job Title           |                           |              |                       |
|    | Reason for Leaving  |                           |              |                       |

If you need additional space, please continue on a separate sheet of paper.



**Applicant’s Statement**

I certify that answers given herein are true and complete to the best of my knowledge.

I authorize investigation of all statements contained in this application for employment as may be necessary in arriving at an employment decision.

I authorize the listed references and all employers to provide you with any and all applicable information they may have and I release them from all liability for any information they may give to you.

This application for employment shall be considered active for a period of time not to exceed 180 days.

Any applicant wishing to be considered for employment beyond this time period should inquire as to whether or not applications are being accepted at that time.

I hereby understand and acknowledge that, if hired, my employment relationship with this organization would be of an “**at will**” nature, which means that the employee may resign at any time and the employer may discharge employee at any time and for any or no reason. It is further understood that this “**at will**” employment relationship may not be changed by any written document or by conduct unless such change is specifically acknowledged in writing by an authorized executive of this organization.

In the event of employment, I understand that false or misleading information given in my application or interview(s) may result in discharge. I understand, also, that I am required to abide by all rules and regulations of the employer.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

**This application will remain active for 180 days.**

**\*WE ARE AN AT-WILL, EQUAL OPPORTUNITY EMPLOYER\***