



# The Country Club

## Application for Employment



Please answer the following questions honestly, completely and thoughtfully. This application must be completed in full, even if you are attaching a resume. Incomplete applications will not be considered. The Country Club is an Equal Opportunity Employer and does not discriminate on the basis of race, color, religion, sex, sexual orientation, gender identity, pregnancy, national origin, age, marital status, veteran or military status, disability, or any other legally-protected classification.

### GENERAL INFORMATION

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

Last Name	First Name	Chosen Name:
Street Address		Phone Number ( )
City, State, Zip		Email Address
Have you ever applied for employment with us? Yes _____ No _____ If yes, provide month and year: _____		Position(s) Desired:
If hired, can you submit verification of your legal right to work in the United States? Yes _____ No _____		Are you at least 18 years of age?  Yes _____ No _____
<i>By law, all persons are required to submit upon hire verification of their legal right to work in the United States.</i>		

How did you learn about this job?	Available start date:
How long do you plan to be employed at The Country Club?	Desired Pay:
Are you related to anyone presently a member of The Country Club? Yes _____ No _____ If yes, whom _____ Relationship _____	Will you work overtime if asked?
Are you related to anyone presently employed at The Country Club? Yes _____ No _____ If yes, whom _____ Relationship _____	Are you available to work on Holidays?

### AVAILABILITY - Check all employment shifts you are able to work:

Full-Time	Day	Temporary Work
Part-Time	Evening	Night

### CONVICTION RECORD

Have you ever been convicted of, pled guilty or "no contest" to a crime (other than a minor traffic violation or matters expunged or sealed)
If yes, please list all and explain:
Conviction of a crime will not necessarily disqualify an applicant from employment. Failure to indicate a conviction, regardless of the recency or severity, is falsification of this application, which will disqualify the application from further consideration, and if hired, is grounds for immediate termination of employment, regardless of when discovered.
Have you ever been discharged or asked to resign by an employer? Yes _____ No _____
If yes, please explain:

## EMPLOYMENT HISTORY

List present or most recent employer first. **Include all employment for the past five (5) years.**

A resume is not a substitute for the employment application. Extra page(s) will be provided upon request.

Company Name:	Company Phone No:
Address:	Supervisor Name:
Job Title:	Supervisor Title:
Job Duties:	Dates of Employment: From: To:
	Reason for Leaving:

Company Name:	Company Phone No:
Address:	Supervisor Name:
Job Title:	Supervisor Title:
Job Duties:	Dates of Employment: From: To:
	Reason for Leaving:

Company Name:	Company Phone No:
Address:	Supervisor Name:
Job Title:	Supervisor Title:
Job Duties:	Dates of Employment: From: To:
	Reason for Leaving:

Company Name:	Company Phone No:
Address:	Supervisor Name:
Job Title:	Supervisor Title:
Job Duties:	Dates of Employment: From: To:
	Reason for Leaving:

**EDUCATION**

School	Name of School	City	Course(s) of Study	Did You Graduate?
High School				
College				
Other (Tech/Trade)				

**PROFESSIONAL REFERENCES (Please do not list Friends, Family or Clergy)**

Name	Title	Phone Number

**DRIVING RECORD (COMPLETE ONLY IF THE JOB FOR WHICH YOU ARE APPLYING REQUIRES DRIVING).**

Do you have a valid driver's license? Yes \_\_\_\_\_ No \_\_\_\_\_ Number: \_\_\_\_\_ State: \_\_\_\_\_

Have you had any accidents in the last five years? Yes \_\_\_\_\_ No \_\_\_\_\_ If yes, please give details: \_\_\_\_\_

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Has your driver's license ever been suspended, revoked, denied or cancelled? Yes \_\_\_\_\_ NO \_\_\_\_\_ If yes, please explain:

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**\*\*\*READ EACH PARAGRAPH CAREFULLY BEFORE SIGNING ON THE NEXT PAGE\*\*\***

- I hereby certify that all answers and statements made on this application are complete, true and accurate to the best of my knowledge, and I have not knowingly withheld any information that, if known to the Company, would affect my application. I understand that any misleading statement, misrepresentation, and/or omission of information may cause this application to be rejected or if I am hired by the Club, to be cause for termination of employment, regardless of when it is discovered.
- I further understand that notwithstanding any conditional offer of employment that may follow this application, a final offer of employment will be based on my timely satisfaction of The Country Club’s pre-employment requirements and procedures including, but not limited to, interview(s), reference checks, verifications, and other appropriate pre-employment procedures.
- My criminal record may be examined in connection with consideration of this application or in the future during my employment and I hereby authorize any lawful examination of my criminal record by The Country Club.
- I authorize organizations, former employers and other persons to provide information about me to The Country Club and I hereby release them from any and all liability for responding to inquiries and requests for information from The Country Club.
- In consideration of my employment with The Country Club, I agree to abide by all rules, regulations, policies and procedures (collectively, "Policies") as they relate to The Country Club. employees as adopted or amended from time-to-time. I understand that such Policies are adopted for specific and important reasons and violation of these can subject me to corrective action up to and including immediate termination of employment. I agree that I will familiarize myself with all such Policies and ask questions of my Supervisor or the Payroll Department if I do not understand anything.
- This employment application is not a contract of employment. In the event that I am hired, my employment will be at-will, and not for any specific period of time, will not constitute an employment contract, and means that either I or The Country Club

will be free to terminate the employment relationship at anytime for any reason or no reason. I also understand and agree that no one has authority to alter this at-will status except in writing directed to me and signed by the General Manager of The Country Club.

- If I am extended an offer of employment, I agree to submit to a medical examination, which may include testing for alcohol, prior to beginning work with The Country Club, and I understand that any offer of employment is conditioned upon passing such medical examination. I understand that if I am employed by The Country Club, I may be required, when job related and consistent with the Club's business needs, to undergo a medical examination, including a test for alcohol. I further understand that I may be required to submit to a test for the use of drugs at any time.
- I agree to release to The Country Club or its designated agents, all medical information, including but not limited to files, reports, x-rays, evaluations, and opinions held by medical personnel, to the extent such information is job-related and consistent with the Club's business needs and agree to execute the necessary HIPAA-compliant release. I acknowledge that this is a general release and that if hired, it remains in effect for the duration of my employment.
- In the event of my personal indebtedness to The Country Club, I authorize the Club to withhold from my wages such amounts as permitted by law to satisfy my obligation to the Club.
- **In exchange for The Country Club considering my application, I agree that any claim or lawsuit I have now or in the future against the Club, its subsidiaries, successors, assigns, managers, employees, and/or agents must be filed by me within one year from the date of the act or omission that is the subject of my claim or lawsuit, or within the applicable statute of limitations, whichever time period is shorter. Thus, I expressly waive any statute of limitations period for any such claim or lawsuit longer than one year, regardless of the nature of the claim or action. As further consideration for these promises by me, the Club agrees to waive any statute of limitations period longer than one year from the date of the act or omission that is the subject of any claim or lawsuit it might file against me. This clause will be enforced only as permitted by current federal and state law.**

**READ ENTIRE APPLICATION CAREFULLY BEFORE SIGNING**

This application will be considered active for twelve (12) months from the date completed. If you are hired, this application remains active and becomes a part of your official employment record.

**I HAVE READ AND UNDERSTAND THIS ENTIRE EMPLOYMENT APPLICATION  
AND AGREE TO BE BOUND BY ITS TERMS AND CONDITIONS.**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date