



## **LAKEWOOD COUNTRY CLUB** **EMPLOYMENT APPLICATION**

Lakewood Country Club is an equal opportunity employer and does not discriminate against otherwise qualified applicants on the basis of race, religion, creed, sex, sexual preference, age, marital status, ancestry, nationality, disability, handicap, or veteran status.

\* All positions are contingent upon successfully passing a pre-employment drug screen.

### **PERSONAL**

Name \_\_\_\_\_ Date \_\_\_\_\_  
Last First Middle

Address \_\_\_\_\_  
Number & Street City State Zip Code

Position Desired \_\_\_\_\_ Full Time \_\_\_\_\_ Part Time \_\_\_\_\_ Seasonal \_\_\_\_\_

Date Available \_\_\_\_\_ Salary Desired \_\_\_\_\_ Phone No. (\_\_\_\_) \_\_\_\_\_

Social Security Number \_\_\_\_\_ Are you over 18 years old? Yes \_\_\_\_\_ No \_\_\_\_\_

Are you legally eligible for employment in the United States: Yes \_\_\_\_\_ No \_\_\_\_\_

*(If offered employment, you will be required to provide documentation to verify eligibility.)*

### **EDUCATION AND SKILLS**

Give record of all High Schools, Colleges, Universities and Special Schools you have attended.

|              | Name<br>of School | Address<br>of School | Grade Completed<br>or Degree | Subjects Studied<br>or Major |
|--------------|-------------------|----------------------|------------------------------|------------------------------|
| High School  |                   |                      |                              |                              |
|              |                   |                      |                              |                              |
| College      |                   |                      |                              |                              |
|              |                   |                      |                              |                              |
| College      |                   |                      |                              |                              |
|              |                   |                      |                              |                              |
| Trade School |                   |                      |                              |                              |
|              |                   |                      |                              |                              |

If you did not graduate from high school, do you have a GED? Yes \_\_\_\_\_ No \_\_\_\_\_

### **GENERAL INFORMATION**

Have you ever been discharged or asked to resign by an employer? Yes \_\_\_\_\_ No \_\_\_\_\_

If yes, please explain on a separate sheet of paper.

Have you ever been convicted of a crime, excluding misdemeanors? Yes \_\_\_\_\_ No \_\_\_\_\_

If yes, please describe in full on a separate sheet of paper.

(Applicant, please note that a conviction of a crime is not an automatic bar to employment. All circumstances will be considered.)

### **MOTOR VEHICLE INFORMATION (if applying for a position that requires you to drive).**

Drivers License Number \_\_\_\_\_ State Issuing License \_\_\_\_\_

No. of Points on your driver's license \_\_\_\_\_

List all traffic violations in the past 5 years which resulted in a conviction, or a guilty plea.

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List all at-fault traffic accidents in the past 5 years.

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Has your driver's license ever been suspended, revoked, denied or cancelled? Yes \_\_\_\_\_ No \_\_\_\_\_

If yes, please describe in full on a separate sheet of paper.

## WORK EXPERIENCE

Beginning with your current or most recent employer, describe your employment experience below:

|  |                                 |  |
|--|---------------------------------|--|
| 1.                                       | Present or last employer: _____ | Company Phone No. (____) _____           |
| Address: _____                           |                                 |  |
| Number & Street                          |                                 | City State Zip Code                      |
| Type of Business: _____                  |                                 | Name of your immediate supervisor: _____ |
| Dates of Employment: From _____ To _____ |                                 |  |
| Job Title: _____                         |                                 | Compensation: _____                      |
| Description of your job duties: _____    |                                 |  |
| Reason for leaving: _____                |                                 |  |
|  |                                 |  |
| 2.                                       | Present or last employer: _____ | Company Phone No. (____) _____           |
| Address: _____                           |                                 |  |
| Number & Street                          |                                 | City State Zip Code                      |
| Type of Business: _____                  |                                 | Name of your immediate supervisor: _____ |
| Dates of Employment: From _____ To _____ |                                 |  |
| Job Title: _____                         |                                 | Compensation: _____                      |
| Description of your job duties: _____    |                                 |  |
| Reason for leaving: _____                |                                 |  |
|  |                                 |  |
| 3.                                       | Present or last employer: _____ | Company Phone No. (____) _____           |
| Address: _____                           |                                 |  |
| Number & Street                          |                                 | City State Zip Code                      |
| Type of Business: _____                  |                                 | Name of your immediate supervisor: _____ |
| Dates of Employment: From _____ To _____ |                                 |  |
| Job Title: _____                         |                                 | Compensation: _____                      |
| Description of your job duties: _____    |                                 |  |
| Reason for leaving: _____                |                                 |  |
|  |                                 |  |

Please list any skills you have that you feel are relative to the position you are seeking: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Please list any time periods you were unemployed and how you spent that time: \_\_\_\_\_

\_\_\_\_\_

By signing below, I certify that I have read, understand and agree to each of the following statements:

- All of the information I have supplied on this application is true, accurate and complete to the best of my knowledge, and I have not knowingly withheld any information which, if known to the Club would affect my application.
- If I am hired by the Club, and the Club discovers at any time during my employment that any of the statements or answers on this application are false, misleading or incomplete, I may be dismissed immediately from my job.
- I agree to submit to testing for the detection of drugs and alcohol use as defined in Step 2 of the Bureau of Workers' Compensation Drug Free Workplace Program.
- I understand that nothing in this employment application creates a contract of employment between me and the Club. If I am hired by the Club, my employment and compensation are "at will," which means that my employment can be terminated either by the Club or by me with or without cause and without notice.
- I authorize the Club to conduct an investigation regarding the information contained in my employment application which the Club thinks is necessary to determine my qualifications for assuming a job with the Club. I give the Club or its designated representatives my permission to contact any former employer, school, college or university, utility company, credit or finance bureau or office, any personal or professional reference, or any other appropriate source or individual for the purpose of gathering any information, personal or otherwise, that such sources may have about my character, general reputation, health, credit, education or employment record. I hereby give my consent to any such sources to release to the Club whatever information they have about me. I also unconditionally release all named and unnamed sources from any and all liability which might result from furnishing any information about me. Upon written request, additional information as to the nature and scope of any credit report, if one is made, will be provided.
- In the event of my personal indebtedness to the Club, I authorize the Club to withhold from my wages such amounts as permitted by law to satisfy my obligation to the Club.

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