



# APPLICATION FOR EMPLOYMENT

Please complete entire application to ensure processing

## PERSONAL INFORMATION (Please Print)

Name: Last First Middle Social Security Number

Are you legally eligible for employment in the U.S.? Yes \_\_\_ No \_\_\_  
(proof of U.S. citizenship or immigration status will be verified if hired for a position in the U.S.)

Are you Less than 18 years of age? Yes \_\_\_ No \_\_\_  
Have you been convicted of a felony in the last seven (7) years? If Yes, list convictions that are a matter of public record. (Arrests are not convictions) A conviction will not necessarily disqualify you for employment.

Present Address Street City State Zip Code

Permanent Address Street City State Zip Code

Phone Number Daytime Evening Cell

## EMPLOYMENT DESIRED (If you are applying for an hourly position, please keep in mind that the availability of hours may vary.)

Position: \_\_\_\_\_ Salary Desired: \_\_\_\_\_ Date you can start \_\_\_\_\_

Specify hours available for each day of the week: SUNDAY MONDAY TUESDAY WEDNESDAY THURSDAY FRIDAY SATURDAY

What are the fewest hours a week that you would accept? \_\_\_\_\_ What is the most hours a week that you would be available? \_\_\_\_\_

## EDUCATION

	Circle last year completed	Did you graduate?	Subjects Studied And degrees received
High School	1 2 3 4		
College	1 2 3 4		
Other Schooling	1 2 3 4		

List skills relevant to the position applied for \_\_\_\_\_

Computer Proficiency:  Word for Windows  Excel  Other \_\_\_\_\_

Have you ever played at The Pines/ If yes, describe your experience. \_\_\_\_\_

Why would you like to work for The Pines? \_\_\_\_\_

As an employee how would you add value to The Pines? \_\_\_\_\_

What do you like about golf? \_\_\_\_\_

**FORMER EMPLOYEERS:**

List below current and last three employers, starting with most recent one first. Please include any non-paid/volunteer experience which is related to the job which you are applying.

Date (M/D/Y)

From	Current Employer (Name and address of employer – Type of Business)	Salary or Hourly (circle one)	Position	Reason for leaving
To		Starting: _____		
Duties Performed		Ending: _____		
Supervisors Name		If Hourly, average # of hours per week		
Phone #				

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Phone #				

<b>REFERENCES</b>				
Give below the names of three references, which you have known at least one year.				
Name	Address & Phone Number	Business	Years Acquainted How do you know this person?	
1.				
2.				
3.				

I hereby authorize The Pines Golf Course to thoroughly investigate my background, references, employment record and other matters related to my suitability for employment. I authorize persons, schools, my current employer (if applicable), and previous employers and organizations contacted by The Pines to provide any relevant information regarding my current and/or previous employment and I release all persons, schools, employers of any and all claims for providing such information. I understand that misrepresentation or omission of facts may result in rejection of this application, or if hired, discipline up to and including dismissal. I understand that I may be required to sign a confidentiality and/or non-compete agreement, should I become an employee of The Pines. I understand that nothing contained in this application, or conveyed during any interview, which may be granted, is intended to create an employment contract. I understand that filling out this form does not indicate that is a position open and does not obligate The Pines to hire me. (I understand and agree that my employment is at will, which means that it is for no specified period and may be terminated by me or The Pines Golf Course at any time without prior notice for any reason.)

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