

# Old Sandwich Golf Club

## **EMPLOYMENT APPLICATION**

Old Sandwich Golf Club is committed to a policy of nondiscrimination and equal opportunity for all employees and qualified applicants without regard to race, color, religious creed, protected genetic information, gender identity, national origin, ancestry, sex, age, disability, veteran's status, or sexual orientation. An applicant who does not meet the minimum qualifications of the position(s) for which the applicant applies will not be considered for employment. Equal access to programs, services and employment is available to all persons. Those applicants requiring special accommodation for the application and/or interview process should notify a representative of the Human Resources Department.

Please complete the entire application and print clearly. You may attach a resume, but you still must complete all questions.

Position(s) applied for:

 Date available to start work
 \_\_\_\_\_

End work date

#### **APPLICANT INFORMATION:**

Name:	Last	First		Initial	Nickname
Contact:	Home Phone	Cell Phone		Email Address	
Present Add	ress: Street Number/Name	City		State	Zip Code
If you are under 18 years of age, could you furnish a work permit?			yes	no	
Are you presently employed?			yes	no	
Are you legally eligible for employment in this country?			yes	no	
If required for	position, do you have a valid driver'	yes	no		
Have you ever been employed here before?			yes	no If y	yes, when?
•	oyment desired:	Full time	Part time	Seasonal	Year round
Hours availab	le to work				

Skills and Qualifications: Summarize any special training, skills, licenses and/or certificates that may assist you in performing the position for which you are applying: (i.e.T.I.P.S, ServSafe)

Education and Training: St School or College	arting with your most recent sc Location	hool attended. Please list any aw Years completed	awards or honors. Degree (Major/Minor)	
	telephone number of 3 business rences who are not related to yo Title	/work references who are not relationship	ated to you. If not Telephone	applicable, list Number of years known

### **Employment History**

Present/Last Employer: You may include work performed on a volunteer basis. Please account for any time period between positions when you were not working.

Company name	Address	Telephone number
Position	Dates employed: From	To
mmediate Supervisor: Name	Title	Telephone number
May we contact for reference? Yes No La	ter Reason for leaving	
Responsibilities		
Summarize type of work per	rformed and job responsibilities	
What did you like most abou	ut your position?	
What are the things you like	ed least about the position?	
Former Employer:		
Company name	Address	Telephone number
Position	Dates employed: From	To
mmediate Supervisor: Name	Title	Telephone number
May we contact for reference? Yes No La	ter Reason for leaving	
Responsibilities		
Summarize type of work per	rformed and job responsibilities	

What are the things you liked least about the position?

#### **Employment Statement:**

I certify that all information I have provided in this application for employment is true, complete and correct. Giving false, incomplete or misrepresented information in this application is a serious matter and will be a basis to eliminate me from further consideration for employment, or may result in my immediate discharge from employment whenever it is discovered. I expressly authorize the employer to contact and obtain information from all references, employers, public agencies, licensing authorities and education institutions and to otherwise verify the accuracy of all information in this application. I hereby waive any and all claims I have regarding the employer seeking and using such information in a lawful manner in the employment process and all other persons, corporation or organizations for furnishing such information about me. I further understand that if I am hired, I am free to resign at any time and the employer reserves the same right to terminate my employment at any time, with or without cause and with or without prior notice, except as may be required by law. This application does not constitute an agreement or contract for employment for any particular duration. NO oral or written agreements contrary to the foregoing express language are valid unless they are in writing and signed by the employer's president.

It is unlawful in Massachusetts to require or administer a lie detector test as a condition of employment or continued employment. An employer who violates this law shall be subject to criminal and civil liability.

Today's Date \_\_\_\_\_\_ Applicant's Signature: \_\_\_\_\_\_