



# SHENOROCK SHORE CLUB EMPLOYMENT APPLICATION

LAST NAME

FIRST NAME

Middle Initial

STREET ADDRESS

HOME PHONE

CITY AND STATE

ZIP CODE

CELL PHONE

ARE YOU LEGALLY AUTHORIZED TO WORK IN THE U.S.?  YES  NO

Pursuant to the Immigration Reform & Control Act of 1986, all applicants who are offered employment must produce documents establishing their identity and authorization for employment in the United States. These documents must be produced no later than seventy-two (72) hours after employment commences. In addition, all new hires will be required to verify their employment authorization under oath by signing INS Form I-9.

IF YOU ARE UNDER 18 YEARS OF AGE, DO YOU HAVE A WORK PERMIT OR OTHER APPROPRIATE DOCUMENT  YES  NO

POSITION DESIRED \_\_\_\_\_

FULL TIME  PART TIME

ARE YOU WILLING TO WORK NIGHTS/WEEKENDS? \_\_\_\_\_

HOURS AVAILABLE \_\_\_\_\_ ARE YOU WILLING TO WORK OVERTIME? \_\_\_\_\_

SALARY/RATE DESIRED \_\_\_\_\_ HOURS DESIRED \_\_\_\_\_

IS THERE ANYTHING THAT WOULD PREVENT YOU FROM WORKING ANY DAY OR TIME OF THE WEEK?  YES  NO

If yes, please specify the reasons. It is not necessary for you to identify unavailability for work because of religious observance or practice or any other protected classification. \_\_\_\_\_

HAVE YOU EVER BEEN EMPLOYED BY US?  YES  NO If yes, give date, title, name of supervisor & reason for leaving.

HAVE YOU EVER APPLIED FOR EMPLOYMENT WITH US?  YES  NO If yes, give date.

## PERSONAL REFERENCES

PLEASE LIST THE NAMES, ADDRESSES AND TELEPHONE NUMBERS OF THE THREE PROFESSIONAL REFERENCES WHO HAVE KNOWLEDGE OF YOUR CAPABILITY TO PERFORM THE DUTIES OF THE POSITION YOU ARE SEEKING. PLEASE EXCLUDE RELATIVES AND FORMER EMPLOYERS.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## EDUCATIONAL HISTORY

<i>NAME &amp; LOCATION</i>	<i>COURSE OF STUDY</i>	<i>DEGREE/DIPLOMA YES/NO</i>
HIGH SCHOOL/GED		
COLLEGE		
GRADUATE SCHOOL		
OTHER (Vocational, post graduate)		

## EMPLOYMENT HISTORY

### **EMPLOYER** (first most recent) & ADDRESS

Dates employed from: \_\_\_\_\_ to: \_\_\_\_\_

Supervisor: \_\_\_\_\_ Phone: \_\_\_\_\_

Positions Held: \_\_\_\_\_ Base Rate of Pay: \_\_\_\_\_

Duties: \_\_\_\_\_

Reason For Leaving: \_\_\_\_\_

### **EMPLOYER** (second most recent) & ADDRESS

Dates employed from: \_\_\_\_\_ to: \_\_\_\_\_

Supervisor: \_\_\_\_\_ Phone: \_\_\_\_\_

Positions Held: \_\_\_\_\_ Base Rate of Pay: \_\_\_\_\_

Duties: \_\_\_\_\_

Reason For Leaving: \_\_\_\_\_

### **EMPLOYER** (third most recent) & ADDRESS

Dates employed from: \_\_\_\_\_ to: \_\_\_\_\_

Supervisor: \_\_\_\_\_ Phone: \_\_\_\_\_

Positions Held: \_\_\_\_\_ Base Rate of Pay: \_\_\_\_\_

Duties: \_\_\_\_\_

Reason For Leaving: \_\_\_\_\_

### **EMPLOYER** (fourth most recent) & ADDRESS

Dates employed from: \_\_\_\_\_ to: \_\_\_\_\_

Supervisor: \_\_\_\_\_ Phone: \_\_\_\_\_

Positions Held: \_\_\_\_\_ Base Rate of Pay: \_\_\_\_\_

Duties: \_\_\_\_\_

Reason For Leaving: \_\_\_\_\_

IS THERE ANY REASON WHY WE SHOULD NOT CONTACT ANY CURRENT OR FORMER EMPLOYER FOR A REFERENCE?  
YES \_\_\_\_\_ NO \_\_\_\_\_ IF YES, PLEASE IDENTIFY THE EMPLOYER AND EXPLAIN WHY NOT

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PLEASE INDICATE ANY JOB-RELATED SKILLS AND QUALIFICATIONS YOU POSSESS WHICH WOULD HELP YOU PERFORM THE DUTIES OF THE JOB YOU ARE SEEKING \_\_\_\_\_

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HAVE YOU EVER BEEN DISCHARGED OR ASKED TO RESIGN FROM ANY JOB POSITION? IF YES, PLEASE PROVIDE EMPLOYER, DATE AND REASON \_\_\_\_\_

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IF YOU ARE APPLYING FOR A JOB THAT REQUIRE COMPUTER SKILLS, PLEASE LIST ANY KNOWLEDGE, TECHNICAL/COMPUTER SKILLS, SOFTWARE APPLICATIONS AND/OF CAPABILITIES THAT SPECIFICALLY RELATE TO THE JOB POSITION FOR WHICH YOU ARE APPLYING \_\_\_\_\_

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PLEASE LIST ANY PUBLICATIONS YOU HAVE AUTHORIZED, PRESENTATIONS YOU PRESENTED, OR AWARDS YOU RECEIVED THAT SPECIFICALLY RELATE TO THE JOB POSITION FOR WHICH YOU ARE APPLYING \_\_\_\_\_

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### **APPLICANT'S STATEMENT & CERTIFICATION**

I have read and fully understand the questions asked in this application. I certify that all answers given by me are true, accurate and complete. I also understand that the omission and/or misrepresentation of any fact from this application or during any interview for employment will be cause for immediate disqualification or dismissal. I authorize the Shenorock Shore Club to contact all my employment references, and to inquire about, investigate and obtain copies of any records which relate to me from my former employers and educational institutions I have attended. I hereby release the Club, as well as any person or institution that provides the Club with any information about me, from any and all liability whatsoever resulting from any such inquiry, investigation or communication.

If hired, I agree to abide by all Club rules and regulations. I understand and agree that nothing in this application shall constitute a contract or a guarantee of employment for a specific period of time. I also understand that if employed, my employment is at will and may be terminated by either the Club or me. I further understand that no representative or agent of the Club, other than the General Manager, has the authority to enter into any agreement for employment for any specific period of time, or to make any agreement contrary to the foregoing. In addition, I understand that the Club and all plan administrators shall have the maximum discretion permitted by law to administer, interpret, modify, discontinue, enhance or otherwise change all policies, procedures, benefits of other terms and conditions of employment.

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