



FEDERAL, STATE AND LOCAL LAWS PROHIBIT DISCRIMINATION BASED ON RACE, COLOR, SEX, RELIGION, NATURAL ORIGIN, ANCESTRY, AGE, DISABILITY OR MARITAL STATUS. SOUTHERN DUNES G&CC IS AN EQUAL OPPORTUNITY EMPLOYER AND YOUR RESPONSE TO ANY QUESTION WILL NOT BE USED AS A BASIS FOR DISCRIMINATION, BUT WILL BE JUDGED ON ITS RELEVANCE TO THE POSITION YOU ARE SEEKING.

## Employment Application

Date of Application \_\_\_\_\_

### Personal Information

Name (Last)	(First)	(Middle)	Soc. Security No.							
Home Address		City	State	Zip						
Home Telephone ( )		Business Telephone ( )			May we contact you at work? <input type="checkbox"/> Yes <input type="checkbox"/> No					
Position Applying for: _____		Days & hours available for work.	Day	Mon	Tues	Wed	Thur	Fri	Sat	Sun
Date Available: _____ Are you interested in (check all that apply) <input type="checkbox"/> Full Time <input type="checkbox"/> Part Time <input type="checkbox"/> Summer			From							
			To							
Who referred you to Southern Dunes?			If you are under 18 years of age, please state your date of birth: _____ (No one under age 16 may be hired)							

### Education

Type	Name and Location of School	Degree/Area of Study	No. of Years Attended	Graduate (Check One)	
High School	Name: _____			Yes	No
	City: _____ State: _____ Zip: _____			<input type="checkbox"/>	<input type="checkbox"/>
College	Name: _____			Yes	No
	City: _____ State: _____ Zip: _____			<input type="checkbox"/>	<input type="checkbox"/>
Graduate School	Name: _____			Yes	No
	City: _____ State: _____ Zip: _____			<input type="checkbox"/>	<input type="checkbox"/>
Other	Name: _____			Yes	No
	City: _____ State: _____ Zip: _____			<input type="checkbox"/>	<input type="checkbox"/>

### U.S. Military Service

Branch of Service	Technical Specialization	Rank Attained

### Special Skills

Typing Speed _____ wpm	Shorthand or Speedwriting _____ wpm	CRT _____ (stokes/Hour)	PC Software/Other Equipment
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### Legal

Are you a U.S. citizen or do you have a legal right & necessary documents to work in the U.S.?  Yes  No  
(Identity and employment eligibility of all new hires will be verified as required by the Immigration Reform and Control Act of 1986.)

Were you ever discharged by any company?  Yes  No If yes, give name of company(ies) \_\_\_\_\_

Reason for discharge \_\_\_\_\_

Have you ever been convicted of a crime other than a minor traffic violation? The existence of a criminal record will not automatically disqualify you from the job for which you are applying.  Yes  No If yes, please explain offense and final disposition: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

## Employment History

List employment starting with your most recent position. Account for any time during that period that you were unemployed by stating the nature of your activities. **May we contact your present employer?** Yes  No  **Past employer?** Yes  No   
Please indicate if you were employed under a different name.

DATES	NAME AND ADDRESS OF EMPLOYER	POSITION HELD AND SUPERVISOR	LIST MAJOR DUTIES	SALARY OR WAGE	REASON FOR LEAVING
From: _____ / _____ mo. yr.	Name: _____ Address: _____	Your Job Title		Starting Wage	
To: _____ / _____ mo. yr.	City: _____ State: _____ Phone: _____	Supervisor		Final Wage	
From: _____ / _____ mo. yr.	Name: _____ Address: _____	Your Job Title		Starting Wage	
To: _____ / _____ mo. yr.	City: _____ State: _____ Phone: _____	Supervisor		Final Wage	
From: _____ / _____ mo. yr.	Name: _____ Address: _____	Your Job Title		Starting Wage	
To: _____ / _____ mo. yr.	City: _____ State: _____ Phone: _____	Supervisor		Final Wage	

## References

Business references: (do not list relatives) (please indicate if you were employed under a different name)				
Name	Address	Phone	Title	Years Known
1)				
2)				
3)				

## Please Read Carefully

I understand that, with my authorization, an investigation may be made whereby information is obtained regarding my character, previous employment, general reputation, education background, credit record and/or criminal history.

In the event of employment, I understand that false or misleading information given in my application or interview (s) may result in immediate dismissal. I understand, also, that I am required to abide by the rules and regulations of Southern Dunes Golf & Country Club.

I understand and agree that if employed, the employment will be "at will". That is, either I or Southern Dunes G&CC may end the employment relationship at any time, for any reason, or for no reason. I understand that receipt of this application by Southern Dunes G&CC does not imply employment and that this application and/or any other Southern Dunes G&CC documents are not contracts of employment.

APPLICANT'S SIGNATURE: \_\_\_\_\_ DATE SIGNED: \_\_\_\_\_