



The Country Club of Farmington

Employment Application

CCF is an equal opportunity employer and does not unlawfully discriminate in employment. No question on this application is used for the purpose of limiting or excluding any applicant from consideration for employment on a basis prohibited by local, state or federal law. Equal access to employment is available to all persons. Those applicants requiring reasonable accommodation to the application and/or interview process should notify a representative of the organization.

Applicant Name: _____ Date: _____
 Address: _____
 City, State, Zip: _____
 Home Phone: _____ Cell Phone: _____
 Email Address: _____

Position(s) applied for or type of work desired: _____

Full-Time Part-Time Temp/Seasonal

Date Available: _____ Desired Wage/Salary: _____

Are you able to meet the attendance requirements? YES NO

Are you able to work overtime if necessary? YES NO

Have you ever been previously employed by our company? YES NO

If so, when? _____

Are you eligible to work in the United States? YES NO

Are you at least 18 years of age? (If no, work authorization may be required) YES NO

How were you referred to us? _____

EMPLOYMENT HISTORY Please provide all employment information for your past four employers starting with the most recent.

May we contact your current employer? YES NO

Employer: _____ Position: _____

Address: _____ Phone No. _____

Immediate supervisor and title: _____

Dates Employed: From: _____ To: _____

Job Duties: _____

Reason for leaving: _____

Employer: _____ Position: _____

Address: _____ Phone No. _____

Immediate supervisor and title: _____

Dates Employed: From: _____ To: _____

Job Duties: _____

Reason for leaving: _____

Employer: _____ Position: _____

Address: _____ Phone No. _____

Immediate supervisor and title: _____

Dates Employed: From: _____ To: _____

Job Duties: _____

Reason for leaving: _____

Employer: _____ Position: _____

Address: _____ Phone No. _____

Immediate supervisor and title: _____

Dates Employed: From: _____ To: _____

Job Duties: _____

Reason for leaving: _____

OTHER SKILLS & QUALIFICATIONS

Summarize any job-related training, skills, licenses, certifications and/or other qualifications.

EDUCATIONAL HISTORY

Provide your educational background.

High School:

Years Completed	_____	Location	_____
Degree Earned	_____	Course of Study	_____
		Did you graduate?	<input type="checkbox"/> YES <input type="checkbox"/> NO

College/University:

Years Completed	_____	Location	_____
Degree Earned	_____	Course of Study	_____
		Did you graduate?	<input type="checkbox"/> YES <input type="checkbox"/> NO

Technical Training:

Years Completed	_____	Location	_____
Degree Earned	_____	Course of Study	_____
		Did you graduate?	<input type="checkbox"/> YES <input type="checkbox"/> NO

Other:

Years Completed	_____	Location	_____
Degree Earned	_____	Course of Study	_____
		Did you graduate?	<input type="checkbox"/> YES <input type="checkbox"/> NO

REFERENCESList three references (do not include relatives or employers).

1. Name:	_____	Relationship:	_____	Years known:	_____
		Telephone:	_____	Email:	_____
2. Name:	_____	Relationship:	_____	Years known:	_____
		Telephone:	_____	Email:	_____
3. Name:	_____	Relationship:	_____	Years known:	_____
		Telephone:	_____	Email:	_____

I hereby authorize the potential employer to contact, obtain, and verify the accuracy of information contained in this application from all previous employers, educational institutions, and references. I also hereby release from liability the potential employer and its representatives for seeking, gathering, and using such information to make employment decisions and all other persons or organizations for providing such information.

I understand that any misrepresentation or material omission made by me on this application will be sufficient cause for cancellation of this application or immediate termination of employment if I am employed, whenever it may be discovered.

If I am employed, I acknowledge that there is no specified length of employment and that this application does not constitute an agreement or contract for employment. Accordingly, either I or the employer can terminate the relationship at will, with or without cause, at any time, so long as there is no violation of applicable federal or state law.

I understand that it is the policy of this organization not to refuse to hire or otherwise discriminate against a qualified individual with a disability because of that person's need for a reasonable accommodation as required by the ADA.

I also understand that if I am employed, I will be required to provide satisfactory proof of identity and legal work authorization within three days of being hired. Failure to submit such proof within the required time shall result in immediate termination of employment.

I represent and warrant that I have read and fully understand the foregoing, and that I seek employment under these conditions.

Applicant Signature: _____ Date: _____