



SPRINGFIELD COUNTRY CLUB

(An Equal Opportunity Employer)

APPLICATION FOR EMPLOYMENT

INSTRUCTION:

Please complete the application form in full. This will assure that appropriate information on your background, experience, and qualifications is available for employment consideration.

GENERAL CONDITIONS:

Unlawful discrimination on the basis of ethnicity, creed, religion, gender, physical and mental disability, or age is prohibited Under Springfield Country Club's employment policies and practices. Springfield Country Club is an Equal Employment Opportunity **MF/VH** Employer.

You may be required to sign a patent disclosure, conflict of interest disclaimer and/or non-complete agreement as a condition of employment.

Your application will remain in active status for a period of ninety days. Should you wish to remain under consideration? For employment beyond that period, you must notify us in writing ninety days from the date on this application.

Any offer of employment will be contingent upon successful completion of a pre-employment drug screening.

PERSONAL DATA

Last Name		First Name		Middle	Telephone
Street Address		City		State	Zip Code
E-mail		Are you 19 years of age or older			Are you prevented from lawfully becoming employed in this country due to VISA or immigration status?
		Yes		No	Yes

Position applied for

EMPLOYMENT RECORD (If more than four employers, list on separate sheet. Follow the same format)

Previous employer	Address	Telephone#
Dates employed From: To: Mo/Yr Mo/Yr	Type of Business	Last position/title
May we contact this employer? Yes No	Annual Salary Starting: Ending:	Name of Supervisor

Description of duties

What did you like most?

What did you like least?

Why did you leave?

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U.S. MILITARY SERVICE RECORD

Type of Discharge _____ Branch of Service _____

Last Rank _____ Duties _____

Special schooling, skills, etc. _____

PROFESSIONAL TECHNICAL SKILLS & ACHIEVEMENTS

EDUCATION

	Last grade completed	Degree/Diploma	Major
High School			
College (Under grad)			
College (Post grad)			
Other			

Are you currently studying? If yes, give details

Special honors/achievements

GENERAL DATA

Wage/Salary desired _____

Have you ever worked for Springfield Country Club in tile past? Yes No

If yes, give department and position(s) held

Have you ever been convicted of a felony? Yes No If yes, list date of conviction and offense.

Will you relocate? Yes No Will you travel? Yes No

Names of relatives/friends employed by Springfield Country Club:

How were you referred to Springfield Country Club?

Do you use tobacco in any form? Yes No If yes, what form?

ADDITIONAL INFORMATION

Why do you want to join the Springfield Country Club?

What do you believe you have to contribute to Springfield Country Club?

Please add any additional information you believe we should know about you.

REFERENCES

Personal (Non-Employer or Relatives)	Professional
Name	Name Title
Telephone#	Company
Relationship	Telephone#
Name	Name Title
Telephone#	Company
Relationship	Telephone#
Name	Name Title
Telephone#	Company
Relationship	Telephone#

APPLICANTS STATEMENT

I understand that any omission or misrepresentation of material facts in this application may result in refusal of separation from employment. I hereby authorize Springfield Country Club and its divisions and subsidiaries to make any investigation of my background deemed necessary. I have no objection to making application for security clearance, if necessary, signing an employee agreement on confidential information and investigations or taking a medical examination and drug screening test. I also understand that neither this employment application nor acceptance of an offer of employment by me constitutes in any respect and oral or written contract of employment.

Signature of Applicant

Date