



Olympia Country & Golf Club
 3636 Country Club Drive, NW ❖ Olympia, WA 98502
 (360) 866-7121 ❖ Fax: (360) 866-8582

Application for Employment

LAST NAME		FIRST NAME		MIDDLE INITIAL		
PHONE	SOCIAL SECURITY NO.		TODAY'S DATE		DATE AVAILABLE FOR WORK	
POSITION APPLIED FOR			SALARY DESIRED		FULL-TIME? PART-TIME?	
PRESENT ADDRESS			CITY	STATE	ZIP	
FORMER ADDRESS			CITY	STATE	ZIP	
FORMER ADDRESS			CITY	STATE	ZIP	
ARE YOU OVER THE AGE OF 18? YES NO			WILL VISA OR IMMIGRATION STATUS PREVENT LAWFUL EMPLOYMENT? YES NO			

EDUCATION RECORD

NAME OF SCHOOL	LOCATION	YEARS ATTENDED	DID YOU GRADUATE?	YEAR LEFT SCHOOL	MAJOR / MINOR	DEGREE RECEIVED
HIGH SCHOOL						
COLLEGE						
COLLEGE						
OTHER						
OTHER						

EMPLOYMENT RECORD

EMPLOYER	EMPLOYMENT DATES	SALARY	POSITION	ELIGIBLE FOR REHIRE?
NAME	FROM	STARTING	STARTING	YES
ADDRESS	TO	ENDING	ENDING	NO
SUPERVISOR	REASON FOR LEAVING			
NAME	FROM	STARTING	STARTING	YES
ADDRESS	TO	ENDING	ENDING	NO
SUPERVISOR	REASON FOR LEAVING			
NAME	FROM	STARTING	STARTING	YES
ADDRESS	TO	ENDING	ENDING	NO
SUPERVISOR	REASON FOR LEAVING			
LIST PERIODS OF UNEMPLOYMENT OF MORE THAN 30 DAYS, AND EXPLAIN				

PERSONAL DATA

WHO REFERRED YOU TO US?
HAVE YOU BEEN CONVICTED OR PLEADED NO CONTEST TO ANY CRIMINAL OFFENSE?
IF YES, INDICATE NATURE OF OFFENSE, DATE, COURT & DISPOSITION. (A CONVICTION WILL NOT NECESSARILY DISQUALIFY AN APPLICANT FROM EMPLOYMENT.)
ARE YOU ABLE TO PERFORM, WITH OR WITHOUT ACCOMMODATION, THE ESSENTIAL DUTIES OF THE JOB FOR WHICH YOU ARE APPLYING?

U.S. MILITARY SERVICE

BRANCH OF SERVICE	DATE IN	DATE OUT	WHERE SERVED	SPECIALTY
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EXPERIENCE / SPECIALIZED SKILLS (Check all that apply and indicate number of years of experience or training)

<input type="checkbox"/> FOOD PREPARATION _____	<input type="checkbox"/> FOOD SERVICE _____	<input type="checkbox"/> MECHANICAL _____	<input type="checkbox"/> COMPUTER PROGRAMS (SPECIFY) _____
<input type="checkbox"/> CUSTOMER SERVICE _____	<input type="checkbox"/> BARTENDING _____	<input type="checkbox"/> TURFGRASS MAINTENANCE _____	_____
<input type="checkbox"/> LIFEGUARDING _____	<input type="checkbox"/> SUPERVISORY _____	<input type="checkbox"/> BOOKKEEPING _____	<input type="checkbox"/> OFFICE MACHINES (SPECIFY) _____

INDICATE ANY OTHER SKILLS RELATED TO THE POSITION YOU ARE SEEKING
IDENTIFY THE CERTIFICATIONS YOU HOLD RELATED TO THE POSITION YOU ARE SEEKING

REFERENCES (Include only individuals familiar with your work ability. Do not include relatives.)

NAME	PHONE NUMBER / E-MAIL ADDRESS	WHY YOU SELECTED THIS REFERENCE
1.		
2.		
3.		

I CERTIFY THAT THE INFORMATION GIVEN ABOVE IS TRUE AND COMPLETE TO THE BEST OF MY KNOWLEDGE. I UNDERSTAND THAT IF I AM EMPLOYED, DISCOVERY THAT I GAVE FALSE OR INCOMPLETE INFORMATION DURING THE APPLICATION PROCESS MAY RESULT IN IMMEDIATE DISMISSAL.

I FURTHER CERTIFY THAT I AM NOT ENGAGED IN ANY OUTSIDE ACTIVITY OR BUSINESS THAT COULD BE CONSIDERED IN CONFLICT OF INTEREST WITH THE OLYMPIA COUNTRY & GOLF CLUB, OR THOSE OF ITS CUSTOMERS; NOR WILL I BECOME ENGAGED IN SUCH ACTIVITY OR BUSINESS IF EMPLOYED.

I AUTHORIZE THE OLYMPIA COUNTRY & GOLF CLUB TO SOLICIT INFORMATION REGARDING MY CHARACTER, GENERAL REPUTATION, PREVIOUS EMPLOYMENT AND SIMILAR BACKGROUND INFORMATION, AND TO CONTACT ANY AND ALL FORMER EMPLOYERS AND REFERENCES I HAVE GIVEN ON MY APPLICATION. I HEREBY RELEASE ANYONE CONNECTED WITH ANY SUCH REQUEST FOR INFORMATION FROM ALL CLAIMS, LIABILITIES AND DAMAGES FOR ANY REASON ARISING OUT OF THE FURNISHING OF SUCH INFORMATION. IF EMPLOYED, I RELEASE THE OLYMPIA COUNTRY & GOLF CLUB FROM ANY LIABILITY FOR FUTURE REFERENCES IT MAY PROVIDE REGARDING MY WORK HISTORY WITH THE OLYMPIA COUNTRY & GOLF CLUB.

IN CONSIDERATION OF MY EMPLOYMENT, I AGREE THAT MY EMPLOYMENT WILL BE AT WILL AND CAN BE TERMINATED WITH OR WITHOUT CAUSE, AND WITH OR WITHOUT NOTICE AT ANY TIME, AT THE OPTION OF EITHER THE OLYMPIA COUNTRY & GOLF CLUB OR MYSELF. I UNDERSTAND THAT NO REPRESENTATIVE OF THE OLYMPIA COUNTRY & GOLF CLUB HAS ANY AUTHORITY TO ENTER INTO ANY AGREEMENT FOR EMPLOYMENT FOR ANY SPECIFIED PERIOD OF TIME, OR TO MAKE ANY AGREEMENT CONTRARY TO AT-WILL EMPLOYMENT.

IF EMPLOYED, I FURTHER AGREE THAT IF THE OLYMPIA COUNTRY & GOLF CLUB ADVANCES ANY PAID LEAVE BEFORE IT HAS BEEN ACCRUED, OR ADVANCES ANY WAGES, OR LOANS ME ANY MONEY DURING THE COURSE OF MY EMPLOYMENT, OR IF I LOSE, DAMAGE, OR FAIL TO RETURN ANY PROPERTY, THE OLYMPIA COUNTRY & GOLF CLUB IS AUTHORIZED TO DEDUCT FROM MY WAGES SUFFICIENT FUNDS TO REPAY SUCH LOANS OR ADVANCES OR TO REPLACE ITS PROPERTY.

SIGNATURE

APPLICANT

DATE

THIS COMPANY IS AN EQUAL OPPORTUNITY EMPLOYER AND DOES NOT UNLAWFULLY DISCRIMINATE ON THE BASIS OF RACE, SEX, AGE, COLOR, RELIGION, NATIONAL ORIGIN, GENETIC INFORMATION, MARITAL STATUS, VETERAN STATUS, DISABILITY STATUS, OR ANY OTHER CHARACTERISTIC PROTECTED BY FEDERAL, STATE, OR LOCAL LAW. PLEASE LET US KNOW IF YOU NEED ACCOMMODATIONS IN ORDER TO PARTICIPATE IN THE APPLICATION PROCESS.