



Walnut Creek Country Club
APPLICATION FOR EMPLOYMENT
 An Equal Opportunity Employer

PERSONAL INFORMATION *Incomplete information could disqualify you from further consideration.*

Name _____ Date _____

Address _____

E-mail Address _____

Home Phone # _____ Mobile Phone # _____

Are you eligible to work in the U.S? Yes No

Are you at least 18 years or older? (If no, you may be required to provide authorization to work.) Yes No

During the last ten years, have you ever been convicted of a crime other than minor traffic offense? A conviction will not necessarily automatically disqualify you for employment. Rather, such factors as age and date of conviction, seriousness and nature of the crime, and rehabilitation will be considered. Yes No **If yes**, please provide details (dates and location for all convictions) _____

Have you ever been terminated from employment or asked to resign by an employer? Yes No

If yes, please provide company names and details _____

Can you work any shift? Yes No Can you work overtime, including weekends? Yes No

Are you able to perform the essential functions of the job for which you are applying, with or without a reasonable accommodation? Yes No

EMPLOYMENT DESIRED

Date you can start _____ Hourly Rate/Salary desired _____

Position desired _____

Are you currently employed? _____ If so may we inquire of your present employer? Yes No

REFERRAL SOURCE

How did you hear about us? Walk In Advertisement Referral Other _____

Have you ever worked for this company before? Yes No

Do you know anyone who works for our company? Yes No If yes, who? _____

EDUCATION	Name and location of school	No. of yrs. Attended	Degree Received	Subjects studied/Major
High School				
College or University				
Other Education				

EMPLOYMENT HISTORY Include your last seven (7) years of employment history, including periods of unemployment, starting with the most recent and working backwards in time. *Incomplete information could disqualify you from further consideration.*

From	To	Employer Name	Tel:
Job Title		Address	
Immediate supervisor and title		Summarize the nature of work performed and job responsibilities	
Salary/Wage:		Reason for leaving	
From	To	Employer Name	Tel:
Job Title		Address	
Immediate supervisor and title		Summarize the nature of work performed and job responsibilities	
Salary/Wage:		Reason for leaving	
From	To	Employer Name	Tel:
Job Title		Address	
Immediate supervisor and title		Summarize the nature of work performed and job responsibilities	
Salary/Wage:		Reason for leaving	

Do you have any special skills, licenses, certifications, experience and/or training that would enhance your ability to perform the position applied for? If yes, explain

Computer Skills (please describe): _____

REFERENCES Give the names of two persons not related to you, whom you have known at least three (3) years.

Name	Phone, Email	Company	Years Acquainted
1			
2			

Please read carefully before signing.

Walnut Creek Country Club is an equal opportunity employer. Walnut Creek Country Club does not discriminate in employment on account of race, color, religion, national origin, citizenship status, ancestry, age, sex (including sexual harassment), sexual orientation, marital status, physical or mental disability, military status or unfavorable discharge from military service.

I understand that neither the completion of this application nor any other part of my consideration for employment establishes any obligation for Walnut Creek Country Club to hire me. If I am hired, I understand that either Walnut Creek Country Club or I can terminate my employment at any time and for any reason, with or without cause and without prior notice. I understand that no representative of Walnut Creek Country Club has the authority to make any assurance to the contrary.

I attest with my signature below that I have given to Walnut Creek Country Club true and complete information on this application. No requested information has been concealed. I authorize Walnut Creek Country Club to contact references provided for employment reference checks. If any information I have provided is untrue, or if I have concealed material information, I understand that this will constitute cause for the denial of employment or immediate dismissal.

Date _____ Signature _____

THIS APPLICATION IS VALID ONLY FOR 60 DAYS FROM THE DATE SIGNED/DATED ABOVE.