



# HARTLAND GLEN GOLF COURSE EMPLOYMENT APPLICATION

APPLICATION DATE: \_\_\_\_\_

We are committed to a policy of Equal Employment Opportunity and will not discriminate on any legally recognized basis, including but not limited to race, age, color, religion, sex, marital status, national origin, citizenship, ancestry, handicap, or disability or veteran status.

### PERSONAL BACKGROUND

Name: \_\_\_\_\_ Phone #: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_

### POSITION APPLYING FOR:

Cart Staff    Starter/Ranger    Golf Shop    Wait Staff/Bartender/Beverage Cart    Grounds Crew

Are you employed? \_\_\_\_\_ If so, may we inquire of your present employer? \_\_\_\_\_

Total Number of hours available per week: \_\_\_\_\_

Any day or times not available?: \_\_\_\_\_

Are you 18 years of age or older?    **YES**    **NO**    If not, age: \_\_\_\_\_

If driving is a requirement for the job which you are applying, Do you have a current valid driver's license?    **YES**    **NO**

Are you able, at time of employment, to submit verification of your legal right to work in the U.S.?    **YES**    **NO**

Educational Background	Name & Location of School	Circle Highest Grade Completed	Major Area of Study
High School		9 10 11 12 / GED	
College		1 2 3 4	
Trade, Business, or Graduate School			

Specialized technical skills (I.e. computer programmer/language, equipment operation, special tools or machines used): \_\_\_\_\_

**WORK EXPERIENCE:** List below your last four employers, starting with your present or last place of employment. You may include in such history any verified work performed on a volunteer basis.

Date Mo./Yr.	Name of Employer	Salary	Position	Name of Supervisor	Reason for Leaving
From:					
To:					
From:					
To:					
From:					
To:					
From:					
To:					

**REFERENCES:**

Give names of three persons not related to you, whom you have known at least two years.

	Names & Occupation	Address	Telephone #	Years Known
1.	_____	_____	_____	_____
2.	_____	_____	_____	_____
3.	_____	_____	_____	_____

In Addition to this application an operations manual must be completed prior to final employment decision. If hired, Hartland Glen Golf Course employment policies and conditions of employment will be in effect immediately at this business.

**SIGNED:** \_\_\_\_\_ **DATE:** \_\_\_\_\_