

The Medalist 19th Hole, LLC Application for Employment

PRE-EMPLOYMENT QUESTIONNAIRE WE ARE AN EQUAL OPPORTUNITY EMPLOYER

PERSONAL INFORMATION	Last Name	First	MI	Date
	Address			City, State, Zip
	Telephone Number:			Email Address
	Alternate Number:			
	Positions(s) Applied for:			Are you over 18 years of age? <input type="checkbox"/> Yes <input type="checkbox"/> No If you are under 18 years old and it is required, can you furnish a work permit? <input type="checkbox"/> Yes <input type="checkbox"/> No If no, please explain:
	If necessary, the best time to call you at home: ____ : ____ AM <input type="checkbox"/> PM <input type="checkbox"/>			Please list any other name(s) you may have been known by:
	May we contact you at work? Yes <input type="checkbox"/> No <input type="checkbox"/> If yes, your work number and best time to call: AM <input type="checkbox"/> PM <input type="checkbox"/>			Referral Source (how did you hear about this job?) <input type="checkbox"/> Advertisement <input type="checkbox"/> Walk-in <input type="checkbox"/> Company Website <input type="checkbox"/> Other _____ Employee (please provide name)
	Have you applied to The Medalist in the past? Yes <input type="checkbox"/> No <input type="checkbox"/> If yes, give year(s) and position(s):			Date available to begin work What hours are you available to work? Salary Desired:
	Property applied to: The Medalist Golf Club _____			Are you legally eligible to work in this country? <input type="checkbox"/> Yes <input type="checkbox"/> No
	Have you been employed at The Medalist before? Yes <input type="checkbox"/> No <input type="checkbox"/> If yes, give date(s): mm/yy _____ From _____ To _____			Type of employment desired: <input type="checkbox"/> Full-time <input type="checkbox"/> Part-time <input type="checkbox"/> Seasonal Will you work overtime if required <input type="checkbox"/> Yes <input type="checkbox"/> No If no , please explain:
Have you ever pleaded "guilty" or "no contest" to, or been convicted of a crime? <input type="checkbox"/> Yes <input type="checkbox"/> No <small>Answering "yes" to the following question does not constitute an automatic bar to employment. Factors such as dates of the offense, seriousness and nature of the violation, rehabilitation and position applied for will be taken into consideration</small> If yes, please provide date(s) and details			If it is required for the job that you are applying for, do you have a valid driver's license? <input type="checkbox"/> Yes <input type="checkbox"/> No Has your license ever been suspended or revoked? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, please explain:	

Please provide your education starting with High School

EDUCATION	School	Name / Location	Course of Study	Years Completed	Did You Graduate?	Degree or Diploma Type
	High School					
	College					
	Graduate					
	Technical Training					
	Other Training					

QUALIFICATIONS	Summarize any special training, skills, licenses, and/or certificates that you possess that would assist you in performing the position(s) for which you are applying
	<p>Computing Skills (check appropriate boxes; include program name(s). If you select "other", please give details).</p> <p> <input type="checkbox"/> Word Processing _____ <input type="checkbox"/> Internet <input type="checkbox"/> Spreadsheet _____ <input type="checkbox"/> Email <input type="checkbox"/> Presentations _____ <input type="checkbox"/> Other _____ </p>

OTHER INFO	<p>To what job-related (professional or trade or organizations) do you belong?</p> <p>Exclude memberships that would reveal race, color, religion, sex, national origin, citizenship, age, mental or physical disabilities, veteran/reserve, national guard or any other similarly protected status</p>	
	Organization	Offices Held

REFERENCES	Do not include previous employers or relatives				
		Name	Address	Current Phone	Years Known
	1				
	2				
	3				

EMPLOYMENT BACKGROUND

**Starting with your most recent employer, provide the following information.
Please complete even if resume is attached.**

1	Employer	May we contact? ___ Yes ___ No	Telephone
	Address	City / State	Date of employment (mm/yy) From: to
	Job Title	Supervisor	Hourly rate/salary Start End
	Summarize the type of work done and your duties:		Reason for leaving
2	Employer	May we contact? ___ Yes ___ No	Telephone
	Address	City / State	Date of employment (mm/yy) From: to
	Job Title	Supervisor	Hourly rate/salary Start End
	Summarize the type of work done and your duties:		Reason for leaving
3	Employer	May we contact? ___ Yes ___ No	Telephone
	Address	City / State	Date of employment (mm/yy) From: to
	Job Title	Supervisor	Hourly rate/salary Start End
	Summarize the type of work done and your duties:		Reason for leaving

If you indicated that you do not want an employer listed above contacted, please explain why:

Explain any gaps in your employment, other than those due to personal illness, injury, or disability:

Have you ever been discharged / let go / asked to resign from a job?
Yes ___ No___ If yes, please explain:

APPLICANT AUTHORIZATION

Without reservation, or exception, I expressly authorize The Medalist 19th Hole, LLC, and all of its affiliates (collectively "The Medalist"), together with its/their respective representatives, employees and attorneys and agents, to contact and obtain information from: (i) all references (personal and professional) that I have provided, (ii) all former or current employers, (iii) any public agencies, (iv) any police departments, (vi) any licensing authorities, (vii) any credit reporting agency, and (viii) any educational institutions (collectively the "Reporting Parties"). I further authorize The Medalist to otherwise verify the accuracy of all information provided by me in this application, resume, or my job interview with any source. I also hereby authorize the Reporting Parties to release the information requested by The Medalist, and I hereby waive notice that any such information has been released to The Medalist. I also waive any and all rights and claims that I may have against The Medalist for seeking, gathering, and using all such information, in the employment process, and while I am an employee if I am hired. I understand that by signing this application for employment, I am waiving any and all rights and claims against The Medalist, the Reporting Parties and any other persons, corporations or organizations for furnishing such information relating to me.

I understand that this application remains current for only **60 days**. At the conclusion of that time, if I have not heard from The Medalist and still wish to be considered for employment, it will be necessary for me to reapply and fill out a new application.

If I am hired, I understand that I am free to resign at any time, with or without cause and with or without prior notice. I also understand that The Medalist reserves the same right to terminate my employment at any time, with or without cause and with or without notice, except as may be required by law. This application does not constitute an agreement or contract for employment for any specified period or definite duration, implied or otherwise. I understand that no supervisor or representative of The Medalist is authorized to make any assurances to the contrary, or to enter into any oral or written agreements to the contrary.

I understand that if I am hired, I will be required to provide proof of identity and legal authorization to work in the United States and that federal immigration laws require me to complete a Form I-9 in this regard.

The Medalist does not tolerate unlawful discrimination in its employment practices. No question on this application is used for the purpose of limiting or excluding an applicant from consideration for employment on the basis of his or her gender, race, color, religion, national origin, citizenship, age, disability, or any other protected status under applicable federal, state, or local laws. The Medalist likewise does not tolerate harassment based on sex, race, color, religion, national origin, citizenship, age, disability, or any other protected status. Examples of prohibited harassment include, but are not limited to, unwelcome physical contact, offensive gestures, unwelcome comments, jokes, epithets, threats, insults, name-calling, negative stereotyping, possession or display of derogatory pictures or other graphic materials, and any other words or conduct that demean, stigmatize, intimidate, or single out a person because of his/her membership in a protected category. Harassment of our employees is strictly prohibited, whether it is committed by a manager, co-worker, subordinate, or non-employee (such as a vendor or customer). The Medalist takes all complaints of harassment seriously and all complaints will be investigated promptly and thoroughly.

I understand that any information provided by me is true, correct, and complete. I further understand that if any such information is found to have been misrepresented by me, in any respect, or is found to be false, or incomplete, The Medalist may upon discovery of the same, either eliminate me from further consideration for employment or may immediately discharge me from any employment relationship, as applicable, in The Medalist's sole discretion.

Do Not Sign Until You Have Read The Above Provisions to this Application for Employment:

I certify that I have read, fully understand, and accept all terms of the foregoing provision(s) to this Application for Employment.
Initials

Signature of Applicant

| Date

For Human Resources Department Use Only

Date	D/T	OTIS	B/G	REF	COMMENTS