



# APPLICATION FOR EMPLOYMENT

An Equal Opportunity Employer

## PERSONAL INFORMATION

Today's Date: \_\_\_\_\_

Full Name: \_\_\_\_\_

Address: \_\_\_\_\_ City/State: \_\_\_\_\_ ZIP: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_

Are you 18 years or older?  Yes  No      Are you a legal citizen of the US?  Yes  No

Have you ever been convicted of a felony, or pleaded no contest for any offense or have pending criminal charges pending? Convictions are not an automatic bar to employment.  Yes  No

Explain: \_\_\_\_\_

## EMPLOYMENT DESIRED

Please check the department you are applying for:

- Front Desk       Playroom       Housekeeping       Office       Fitness/Personal Trainer  
 Membership       Tennis       Aquatics       Grill       Youth/Adult Programs  
 Group Exercise

If a position in the selected department is unavailable, would you be interested in opportunities in other departments?

No  Yes, other possibilities include: \_\_\_\_\_

Date you can start: \_\_\_\_\_ Salary Desired: \_\_\_\_\_ Referred by: \_\_\_\_\_

Full time     Part time      Hours available to work each week:  15-20 hours     20-30 hours     35-40 hours  
 Seasonal      Dates Available: \_\_\_\_\_

Ever applied to this company before? \_\_\_\_\_ Where: \_\_\_\_\_ When: \_\_\_\_\_

<b>Education</b>	<b>Name and Location of School</b>	<b># of Years Attended</b>	<b>Did you Graduate?</b>	<b>Subject Studied</b>
High School				
College				
Trade, Business or Correspondence School				

## GENERAL

Subject of special study or research work: \_\_\_\_\_

Special Skills/Certifications: \_\_\_\_\_

Activities (Civic, Athletic, etc.): \_\_\_\_\_  
 Exclude organizations, the name of which indicates the race, creed, sex, age, marital status, color or nation of origin of its members.

U.S. Military or Naval Service: \_\_\_\_\_ Rank: \_\_\_\_\_ Present Membership in National Guard or Reserves: \_\_\_\_\_

Do you have any medical conditions that would prohibit you from performing tasks pertaining to the position that you are applying for?  Yes  No If yes, please explain \_\_\_\_\_

**FORMER EMPLOYERS** (LIST BELOW LAST THREE EMPLOYERS, STARTING WITH MOST RECENT EMPLOYER)

<u>Date (Month &amp; Year)</u>	<u>Name and Phone # of Employer</u>	<u>Salary</u>	<u>Position</u>	<u>Reason for Leaving</u>
From _____*				
To _____				
From _____*				
To _____				
From _____*				
To _____				

**REFERENCES:** GIVE THE NAMES OF THREE PERSONS NOT RELATED TO YOU, WHOM YOU HAVE KNOWN AT LEAST ONE YEAR.

<u>Name</u>	<u>Address and Phone #</u>	<u>Business</u>	<u>Relationship</u>
1.			
2.			
3.			

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

In case of emergency notify: \_\_\_\_\_ Phone #: \_\_\_\_\_

"I CERTIFY THAT ALL THE INFORMATION SUBMITTED BY ME ON THIS APPLICATION IS TRUE AND COMPLETE, AND I UNDERSTAND THAT IF ANY FALSE INFORMATION, OMISSIONS, OR MISREPRESENTATIONS ARE DISCOVERED, MY APPLICATION MAY BE REJECTED AND, IF I AM EMPLOYED, MY EMPLOYMENT MAY BE TERMINATED AT ANY TIME.

IN CONSIDERATION OF MY EMPLOYMENT, I AGREE TO CONFORM TO THE COMPANY'S RULES AND REGULATIONS, AND I AGREE THAT MY EMPLOYMENT AND COMPENSATION CAN BE TERMINATED, WITH OR WITHOUT CAUSE, AND WITH OR WITHOUT NOTICE, AT ANY TIME, AT EITHER MY OR THE COMPANY'S OPTION. I ALSO UNDERSTAND AND AGREE THAT THE TERMS AND CONDITIONS OF MY EMPLOYMENT MAY BE CHANGED, WITH OR WITHOUT CAUSE, AND WITH OR WITHOUT NOTICE, AT ANY TIME BY THE COMPANY. I UNDERSTAND THAT NO COMPANY REPRESENTATIVE, OTHER THAN IT'S OWNERS, AND THEN ONLY WHEN IN WRITING AND SIGNED BY THE OWBNNERS, HAS ANY AUTHORITY TO ENTER INTO ANY AGREEMENT FOR EMPLOYMENT FOR ANY SPECIFIC PERIOD OF TIME, OR TO MAKE ANY AGREEMENT CONTRARY TO THE FOREGOING."

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Please e-mail completed application to [jobs@eliteclubs.com](mailto:jobs@eliteclubs.com)

**DO NOT WRITE BELOW THIS LINE**

Interview by: \_\_\_\_\_ Date: \_\_\_\_\_

Hired:  Yes  No Position: \_\_\_\_\_ Dept.: \_\_\_\_\_

Follow Up Letter Sent?  Yes  No Date Sent: \_\_\_\_\_ Staff Initials: \_\_\_\_\_

Salary/Wage: \_\_\_\_\_ Date Reporting to Work: \_\_\_\_\_

Approved: \_\_\_\_\_  
**Employment Manager** **Department Head** **General Manager**