

# Elmbrook Employment Application

1750 Townline Road Traverse City MI 49696 231.392.9379 info@ElmbrookGolf.com

We are an equal opportunity employer

NOTE: If you feel that your civil rights would be violated by answering a question on this form, please omit the answer to that question

Thank you for taking time to fill out this application. If you have any questions do not hesitate to ask.

Today's Date \_\_\_\_\_ Your Name \_\_\_\_\_  
FIRST M.I. LAST  
Social Security number \_\_\_\_ - \_\_\_\_ - \_\_\_\_ Driver's License/ID Number \_\_\_\_\_ State \_\_\_\_\_  
Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ e-mail \_\_\_\_\_  
Phone \_\_\_\_\_ home / message / cell / pager (Circle one) How long at this address? \_\_\_\_ yrs \_\_\_\_ mos  
Alternate phone \_\_\_\_\_ I have a dependable car for transportation to work Yes \_\_\_\_\_ No \_\_\_\_\_ Walk \_\_\_\_\_

Type of position desired \_\_\_\_\_ Full time \_\_\_\_ Part time \_\_\_\_ Temporary \_\_\_\_ How many hours/week desired? \_\_\_\_\_

If you like the job, how long would you expect to stay with our company \_\_\_\_\_ Hourly wage required? \$ \_\_\_\_\_

Please indicate the times you be available for work. (Add any clarifications below daily schedule)

MON \_\_\_\_\_ TUE \_\_\_\_\_ WED \_\_\_\_\_ THUR \_\_\_\_\_ FRI \_\_\_\_\_ SAT \_\_\_\_\_ SUN \_\_\_\_\_

Do you prefer a day, afternoon, or evening shift? \_\_\_\_\_ Any other schedule requests? \_\_\_\_\_

Do you know of any specific future dates that you would like not to be scheduled? \_\_\_\_\_

Are you 16 or older? \_\_\_\_\_ Are you 18 or older? \_\_\_\_\_ How soon would you be available to work? \_\_\_\_\_

## Armed Forces History

US Armed Service? Yes \_\_\_\_\_ No \_\_\_\_\_ Branch of service? \_\_\_\_\_ From \_\_\_\_\_ to \_\_\_\_\_

## General Information

List outside interests \_\_\_\_\_

Clubs, hobbies, sports, or activities. Need not list any interests which would indicate your religious or ethnic background.

Have you ever been convicted of a crime? Yes \_\_\_\_\_ No \_\_\_\_\_ If yes give full particulars including location \_\_\_\_\_

Do you have any reason that you should not be involved in selling alcoholic beverages or lottery games? Yes \_\_\_\_\_ No \_\_\_\_\_

What type of experience do you have that you feel may pertain to this job? \_\_\_\_\_

Have you ever been discharged from a position? Yes \_\_\_\_\_ No \_\_\_\_\_ If yes provide details \_\_\_\_\_

Please fill out page 2 of this application

## Education

Type of School	School Name & Location (city, state)	Last grade completed	Did you graduate?
Grade School			
High School			
College			
Business/Trade School			
Special Training			

## Employment History

Start with your last employer. Please provide full details for each job listed. May we request a reference from your current employer? Yes \_\_\_\_\_ No \_\_\_\_\_

Name of employer	Type of business	Starting Date	Ending Date	Your title and duties
Address <span style="float: right;">Phone</span>	Supervisor	Starting Pay	Ending Pay	Reason for leaving
City <span style="float: right;">State</span> <span style="float: right;">Zip</span>				
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City <span style="float: right;">State</span> <span style="float: right;">Zip</span>				

Is this a complete list of your employment? Yes \_\_\_ No \_\_\_ Are we granted permission to check all information? Yes \_\_\_ No \_\_\_

Are there any of the above employers whom you do not wish us to contact? \_\_\_\_\_

**We are an equal employment opportunity company. We are dedicated to a policy of non-discrimination in employment on any basis including race, creed, age, sex, religion, national origin, height, weight, marital status, or disability.**

Briefly set forth why you desire employment with our company: \_\_\_\_\_

I certify that the information contained in this application is correct to the best of my knowledge and understand that deliberate falsification of this information is grounds for dismissal in accordance with this company's policy. I authorize the references listed above to give you any and all information concerning my previous employment and any pertinent information they may have, personal or otherwise, and release all parties from all liability for any damage that may result from furnishing same to you. As an employee of this company I will be an at will employee, and may be discharged from my position at any time for any reason. I agree to submit to an alcohol or controlled substance test prior to, or any time, during my employment with the company. **I have read and fully understand and agree to the proceeding statements.**

Signed \_\_\_\_\_ Date \_\_\_\_\_

**Submit application:**

**email: info@elmbrookgolf.com fax: 231.946.1753 mail: 1750 Townline Road Traverse City MI 49696**