

Name: \_\_\_\_\_ Position \_\_\_\_\_ Date: \_\_\_\_\_



# Garden City Country Club

Application for Employment





**In 1916, the story of Garden City Country Club began. We are extremely proud of over 100 years of history! A family oriented Club committed to providing superior facilities, quality programs and a variety of services for the benefit and enjoyment of the membership and their guests. GCCC boasts a Walter Travis designed golf course and amenities for the whole family. From amazing greens, exquisite cuisine in a beautiful setting, tennis courts and platform tennis, Garden City Country Club has something for everyone to enjoy.**

**Our standards for employment are high. Every employee is important for the success of the overall operation of the Club and must work together as a team to achieve our ultimate goal. That goal is to provide our Club membership and their guests with the best service possible, so that each time they utilize Garden City Country Club they feel they are a member of a special organization.**

**Garden City Country Club is an equal opportunity employer.**





**Personal Information**

Last Name \_\_\_\_\_ First Name \_\_\_\_\_ Middle Name \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ County \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Home Phone Number \_\_\_\_\_ Cell/Work Phone Number \_\_\_\_\_ Social Security # \_\_\_\_\_ Email Address \_\_\_\_\_

**Employment Information**

Department/Position: \_\_\_\_\_  Full-time  Part-time  Seasonal/Temp  Extern

Rate of pay desired: \_\_\_\_\_ Will you work overtime when required?  Yes  No

Date available to start: \_\_\_\_\_ Available to work holidays?  Yes  No

Availability: (Please check when you are available.)

	<i>Mon</i>	<i>Tues</i>	<i>Weds</i>	<i>Thurs</i>	<i>Fri</i>	<i>Sat</i>	<i>Sun</i>
<i>Morning</i>							
<i>Afternoon</i>							
<i>Evening</i>							

Have you ever been employed by Garden City Country Club?  Yes  No If Yes, when? \_\_\_\_\_

Do you know anyone now working for Garden City Country Club?  Yes  No If Yes, employee name? \_\_\_\_\_

If hired can you provide proof that you are eligible to work in the United States?  Yes  No

Have you ever been involved in a work situation which involved yelling, fighting, or physical contact?  Yes  No

Have you ever been fired?  Yes  No

Have you ever been convicted of a felony or any other crimes involving dishonesty or acts against a person in the past ten years? Do not answer "Yes" if your conviction has been annulled, expunged, or sealed.  Yes  No

*Note - The existence of a criminal history will not automatically disqualify you from employment. Each instance and explanation will be considered in relation to the position for which you are applying.*

If yes, please explain: \_\_\_\_\_

Date of conviction: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_

Disposition Results: \_\_\_\_\_

Are you now, or have you ever been known by any other name, or have you changed your name (first or last)?

Previous Name: \_\_\_\_\_



**Skills and Experience**

How many years of experience do you have relative to the position for which you are applying for? \_\_\_\_\_

Please list any other job related skills: \_\_\_\_\_

**Employment History**

Please tell us about previous jobs you have held starting with your current or most recent job. You may include voluntary positions if you desire. You may exclude organization names which may indicate race, color, religion, gender, national origin, disability or other protected status. Please include information for up to 3 jobs.

Company Name	Telephone
Address, City & State	Employed From/To (Month & Year)
Name of Supervisor	Reason for Leaving
Job Title & Type of Work	
It is ok to contact this employer? <input type="checkbox"/> Yes <input type="checkbox"/> No	

Company Name	Telephone
Address, City & State	Employed From/To (Month & Year)
Name of Supervisor	Reason for Leaving
Job Title & Type of Work	
It is ok to contact this employer? <input type="checkbox"/> Yes <input type="checkbox"/> No	

Company Name	Telephone
Address, City & State	Employed From/To (Month & Year)
Name of Supervisor	Reason for Leaving
Job Title & Type of Work	
It is ok to contact this employer? <input type="checkbox"/> Yes <input type="checkbox"/> No	



**Education**

	Name/Location	Graduated	Degree/Course of Study	Years Completed
High School/GED				
College/ University				
Graduate				
Other				

Please list any special accomplishments, training, licenses and/or certificates, or job related functions that might qualify you for the position for which you are applying. \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**References**

Please provide information for two references. Please do not include members of your family as references.

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

Relationship: \_\_\_\_\_

Occupation: \_\_\_\_\_

City & State: \_\_\_\_\_

Home Phone: \_\_\_\_\_

Work Phone: \_\_\_\_\_

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

Relationship: \_\_\_\_\_

Occupation: \_\_\_\_\_

City & State: \_\_\_\_\_

Home Phone: \_\_\_\_\_

Work Phone: \_\_\_\_\_



**Please read the following carefully.**

Your signature below is required to be considered for employment. It also acknowledges you have read, understand and agree to the information.

**About this application:**

I certify the information on this application is true and correct. I understand that any false statements, misrepresentations or omissions of fact may result in the rejection of my application or in immediate separation from Garden City Country Club if I become employed.

**About inquiries and information from current and former employers and/or personal references:**

I authorize Garden City Country Club to inquire and receive information from all of my current and former employers, personal references, and educational institutions and to otherwise verify the accuracy of the information contained in this application. I hereby release from liability the employer and its representatives for seeking, gathering, and using such information and other persons, corporations or organizations for furnishing such information.

**About the employer:**

I understand Garden City Country Club does not unlawfully discriminate in employment and no questions on this application are used for the purpose of limiting or excluding any applicant from consideration for employment on a basis prohibited by local or federal law. I understand it is this company's policy not to refuse to hire a qualified individual with a disability because of that person's need for a reasonable accommodation as required by ADA. I understand that I may be asked to submit to random drug testing.

**About proof of meeting minimum age requirements and the right to work in the United States:**

I agree to provide proof of meeting minimum age requirements of applicable laws and submit proof of my true age if I am hired. I also consent, if hired to provide proof of the right to work in the United States as required by the Immigration Reform and Control Act of 1986.

**About at-will employment:**

I agree, if employed to conform to the guidelines and policies of Garden City Country Club, whenever adopted or changed by Garden City Country Club, and that those guidelines and policies do not constitute an employment contract. I further agree that if hired, my employment will be for an unspecified term and may be terminated at the will of either Garden City Country Club, or myself, with or without cause, and with or without notice. This application does not constitute an agreement or contract for employment for any specified period or definite duration. I understand that no representative of the employer, other than an authorized officer, has the authority to make any assurances to the contrary. I further understand that any such assurances must be in writing and signed by an authorized officer.

I represent and warrant that I have read and fully understand the forgoing and seek employment under these conditions.

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