



FRANKLIN HILLS COUNTRY CLUB EMPLOYMENT APPLICATION

An Equal Opportunity Employer

PERSONAL INFORMATION:

Date of Application _____

LEGAL NAME (last, first, middle initial) _____

CELL PHONE # _____

PRESENT ADDRESS (street, city, state, zip code, apt #) _____

PERMANENT ADDRESS (street, city, state, zip code, apt #) _____

HOME TELEPHONE # _____

EMAIL ADDRESS _____

EMERGENCY CONTACT (name and telephone) _____

GENERAL:

POSITION DESIRED _____

WEEKLY WAGE / RATE REQUIRED _____

DATE AVAILABLE _____

TOTAL HOURS NEEDED PER WEEK _____ DO YOU HAVE RELIABLE TRANSPORTATION TO WORK? _____

OTHER POSITIONS YOU WOULD LIKE TO BE CONSIDERED FOR _____

CAN YOU WORK NIGHTS, SATURDAYS, SUNDAYS, OR HOLIDAYS WHEN ASSIGNED? YES _____ NO _____

PLEASE INDICATE SPECIFIC HOURS YOU ARE AVAILABLE TO WORK ON THE FOLLOWING DAYS:

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY

ARE YOU AT LEAST 18 YEARS OLD? YES _____ NO _____ HAVE YOU EVER WORKED FOR FRANKLIN HILLS? YES _____ NO _____

IF YES, DATES AND LOCATION _____

HAVE YOU SUBMITTED AN APPLICATION TO FRANKLIN HILLS BEFORE? YES _____ NO _____

IF YES, DATE AND LOCATION _____

HOW DID YOU HEAR ABOUT FRANKLIN HILLS? _____

CAN YOU LAWFULLY WORK IN THE U.S.? YES _____ NO _____

HAVE YOU EVER BEEN ARRESTED FOR A FELONY OR CONVICTED OF A MISDEMEANOR OR FELONY? YES _____ NO _____

IF YES, PLEASE EXPLAIN CONVICTION: WHEN, WHERE, AND DISPOSITION: _____

ARE YOU ABLE TO PERFORM THE ESSENTIAL FUNCTIONS OF THE POSITION YOU SEEK WITH OR WITHOUT ACCOMMODATION? YES _____ NO _____

(IF YOU NEED CLARIFICATION OF THE ESSENTIAL JOB FUNCTIONS OF THE POSITION(S) YOU SEEK, PLEASE ASK A MANAGER.)

EDUCATION:

	NAME AND ADDRESS	HIGHEST GRADE COMPLETED	DID YOU GRADUATE?	COURSE OF STUDY
HIGH SCHOOL				
COLLEGE				
TRADE / VOCATIONAL / OTHER				

HAVE YOU COMPLETED ANY OTHER COURSES OR TRAINING PROGRAMS THAT WOULD IMPACT YOUR WORK AT FRANKLIN HILLS? _____

IF YES, EXPLAIN _____

LIST ALL COMPUTER OR OTHER SKILLS, SUBJECTS OF SPECIAL STUDY, VOLUNTEER AND RESEARCH WORK RELEVANT TO THE POSITION YOU SEEK AT FRANKLIN HILLS:

EMPLOYMENT HISTORY:

LIST YOUR MOST RECENT JOBS, FULL TIME AND PART TIME, INCLUDING MILITARY IF APPLICABLE, WITH MOST RECENT JOB FIRST. COMPLETE THIS SECTION EVEN IF YOU ARE ATTACHING A RESUME. DO NOT SAY YOU RESIGNED IF YOU WERE ASKED TO DO SO. BE SPECIFIC.

COMPANY NAME	TELEPHONE ()
ADDRESS	EMPLOYED - (MONTH AND YEAR) FROM TO
NAME AND TITLE OF SUPERVISOR	WEEKLY PAY START LAST
JOB TITLE - DESCRIBE YOUR WORK	SPECIFIC REASON FOR LEAVING MAY WE CONTACT THIS EMPLOYER? YES ___ NO ___ IF NOT, WHY?

COMPANY NAME	TELEPHONE ()
ADDRESS	EMPLOYED - (MONTH AND YEAR) FROM TO
NAME AND TITLE OF SUPERVISOR	WEEKLY PAY START LAST
JOB TITLE - DESCRIBE YOUR WORK	SPECIFIC REASON FOR LEAVING MAY WE CONTACT THIS EMPLOYER? YES ___ NO ___ IF NOT, WHY?

COMPANY NAME	TELEPHONE ()
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COMPANY NAME	TELEPHONE ()
ADDRESS	EMPLOYED - (MONTH AND YEAR)
NAME AND TITLE OF SUPERVISOR	FROM TO WEEKLY PAY
JOB TITLE - DESCRIBE YOUR WORK	START LAST SPECIFIC REASON FOR LEAVING
	MAY WE CONTACT THIS EMPLOYER? YES ___ NO ___ IF NOT, WHY?

COMPANY NAME	TELEPHONE ()
ADDRESS	EMPLOYED - (MONTH AND YEAR)
NAME AND TITLE OF SUPERVISOR	FROM TO WEEKLY PAY
JOB TITLE - DESCRIBE YOUR WORK	START LAST SPECIFIC REASON FOR LEAVING
	MAY WE CONTACT THIS EMPLOYER? YES ___ NO ___ IF NOT, WHY?

PROFESSIONAL REFERENCES:

PLEASE DO NOT INCLUDE FAMILY MEMBERS.

NAME	PHONE NUMBER	OCCUPATION	RELATIONSHIP

FRANKLIN HILLS COUNTRY CLUB ("FRANKLIN HILLS") IS AN EQUAL OPPORTUNITY EMPLOYER AND DOES NOT DISCRIMINATE AGAINST OTHERWISE QUALIFIED APPLICANTS ON THE BASIS OF RACE, COLOR, RELIGION, AGE, SEX (INCLUDING PREGNANCY AND CONDITIONS RELATED TO PREGNANCY), NATIONAL ORIGIN, DISABILITY, WEIGHT, HEIGHT, MISDEMEANOR ARREST RECORD, GENETIC INFORMATION, SEXUAL ORIENTATION, TRANSGENDER STATUS, MARITAL OR VETERAN STATUS, OR ANY OTHER STATUS PROTECTED UNDER APPLICABLE LAW.

ACKNOWLEDGMENT AND AGREEMENT

By my signature below, I attest that the information I provided in the Employment Application (and accompanying resume or other documentation, if any) and during all interviews is true and complete, and I understand that any false or misleading information or significant omission will disqualify me from further consideration for employment, and will lead to my dismissal from employment, if discovered at a later date. I agree to immediately notify FRANKLIN HILLS if I should be convicted of any crime or arrested on felony charges, while my job application is pending, or during my period of employment if hired.

I authorize FRANKLIN HILLS to verify all information, including prior employment, academic credentials, personal / professional references, motor vehicle record (if required to drive company vehicles) and felony arrest records and any criminal conviction records and I authorize any person, school, current employer, past employer, and organization named in this application (and accompanying resume or documentation, if any) to provide FRANKLIN HILLS with any information and opinion requested by FRANKLIN HILLS in connection with this application, and I release such persons and entities from any legal liability in making such statements and disclosures.

Under Michigan Law only, any applicant / employee requiring an accommodation for a disability must request one in writing within 182 days after the date the person knew or reasonably should have known that an accommodation was needed. Under federal law, the disabled employee / applicant need not make that request in writing or within that 182 day period.

I agree that any action or suit against FRANKLIN HILLS, its owners, officers, directors and employees arising out of my application for employment, employment or termination of employment, including, but not limited to, claims arising under state or federal civil rights statutes, must be brought within 180 days of the event giving rise to the claim or be forever barred. This applies to the initial charge filed with the Equal Employment Opportunity Commission; however thereafter I am permitted to pursue litigation as provided in the Commission's "Right to Sue" letter. I waive any longer, but not shorter, limitations periods to the contrary. I further agree that, prior to initiating any claim or charge, whether with an agency or court, I will repay any amounts that were given to me by FRANKLIN HILLS in exchange for a release of such claims.

In consideration of my employment, I agree to conform to the rules and regulations of FRANKLIN HILLS. I understand that this application in no way serves as an employee contract or promise of employment. I understand that FRANKLIN HILLS is an "At Will Employer" and, if hired, the employment relationship between myself and FRANKLIN HILLS is a voluntary relationship that may be terminated at any time, with or without notice, with or without cause, and without any liability. I understand that no representative of FRANKLIN HILLS other than the General Manager, has any authority to enter into any agreement for employment for any specified period of time, or to make any agreement contrary to the foregoing, and then it must be in writing.

If any of the above terms is unenforceable, it may be severed from this agreement so that the remainder of this agreement can be fully enforced to give effect to the parties' intent.

SIGNATURE: _____ DATE: _____

NAME PRINTED: _____

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