

Application for Employment

Rattle Run Golf Course is an Equal Opportunity Employer. Employment offers are made on the basis of qualifications and without regard to race, sex, religion, national or ethnic origin, disability, age, veteran status, or sexual orientation. Screening tests for illegal drug use may be required before hiring and during your employment. Employment is on an at-will basis.

Incomplete applications will not be considered

Position Applying For:	Name (Last, First, Middle):	Interviewed By:
Street Address:		Date:
City, State & Zip:		
Social Security Number:	Home Phone:	Work Phone:
		Email Address:
Are you eligible to work in the United States?	<input type="checkbox"/> Yes <input type="checkbox"/> No	How far in miles do you live from Rattle Run Golf Course?
Are you 18 years of age or older?	<input type="checkbox"/> Yes <input type="checkbox"/> No	If NO, what is your current age?
Emergency Contact: Name	Relationship to Employee	Phone/Cell number:
Have you ever been employed by Rattle Run Golf Course?	<input type="checkbox"/> Yes <input type="checkbox"/> No	If YES, dates of employment & reason for leaving:
Are you related to any current or past employee?	<input type="checkbox"/> Yes <input type="checkbox"/> No	If YES, their name & their relationship to you?
Do you have a valid driver's license?	<input type="checkbox"/> Yes <input type="checkbox"/> No	If YES, State of issuance, license #, and expiration date:
Do you or your family members do business with Rattle Run Golf Course? If Yes, please explain:		
How did you learn about this employment opportunity? Check all that apply: <input type="checkbox"/> Ad in <i>newspaper</i>		
<input type="checkbox"/> Job Fair <input type="checkbox"/> Internet <input type="checkbox"/> Friend/ Relative <input type="checkbox"/> Walk-In <input type="checkbox"/> Other:		
Are you willing to work full or part time? If part time, please specify days and hours:		
If an employment offer were made, on what date would you be available to start?		What is your anticipated last day of work for the season?
Have you ever been convicted of a crime, excluding misdemeanors and summary offenses? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, please describe:		

EDUCATION

Name of School	City/State	Did you graduate?	If No, # of years left to graduate	If Yes, date of Graduation	Degree received	Major
High School:		<input type="checkbox"/> Yes <input type="checkbox"/> No				
GED:		<input type="checkbox"/> Yes <input type="checkbox"/> No				
Other School:		<input type="checkbox"/> Yes <input type="checkbox"/> No				
College:		<input type="checkbox"/> Yes <input type="checkbox"/> No				
College:		<input type="checkbox"/> Yes <input type="checkbox"/> No				
Other credentials/ licenses/ professional affiliations, etc.,		<input type="checkbox"/> Yes <input type="checkbox"/> No				

SKILLS: Please list technical skills, clerical skills, trade skills, etc., relevant to this position. Include relevant computer systems and software packages of which you have a working knowledge, and note your level of proficiency (basic, intermediate, expert)

PLEASE NOTE: Rattle Run Golf Course reserves the right to contact all current and former employers for reference information

Dates Employed (most recent position) From: To:	<input type="checkbox"/> Full time <input type="checkbox"/> Part-time If part-time, # hrs./wk: <input type="checkbox"/>	Title:
Starting Salary:	Organization Name and Address:	
Final Salary:		
Supervisor's Name, Title and Phone #:	Other Reference Name, Title and Phone #:	Contact my current references: <input type="checkbox"/> At any time <input type="checkbox"/> Only if I am a finalist candidate
Primary duties:		Reason for Leaving:

Dates Employed (most recent position) From: To:	<input type="checkbox"/> Full time <input type="checkbox"/> Part-time If part-time, # hrs./wk: <input type="checkbox"/>	Title:
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Final Salary:		
Supervisor's Name, Title and Phone #:	Other Reference Name, Title and Phone #:	Contact my current references: <input type="checkbox"/> At any time <input type="checkbox"/> Only if I am a finalist candidate
Primary duties:		Reason for Leaving:

PERSONAL REFERENCES (Not former employers or relatives)

Name and Occupation	Address	Phone Number

EMPLOYMENT APPLICATION DISCLAIMER

I understand and acknowledge that the company does not make offers of employment to, or enter into employment contracts with prospective or existing employees for any fixed or definite period of time. My employment and compensation for the company, regardless of the date thereof, can be terminated with or without cause and with or without prior notice at any time at the option of either the company or myself. The information given in my application is true and complete. I understand that false statements on this application shall be considered cause for dismissal.

Applicant Signature: _____ Date: _____

NOTE: Michigan has smoking ban in all places of employment under MI Act No: 188; as such Rattle Run Golf Course is designated as a non-smoking facility.

