



## SUN HILLS CORPORATION EMPLOYEE APPLICATION

Name \_\_\_\_\_ Date \_\_\_\_\_

First

Last

Address \_\_\_\_\_

Street

City

State

Zip

Phone \_\_\_\_\_ Email \_\_\_\_\_

Age if Under 18 \_\_\_\_\_

Have you ever been employed with us? Yes No If yes, when \_\_\_\_\_ Dept. \_\_\_\_\_

Are you legally eligible for employment in the United States? Yes No

If requested would you be willing to take a drug/alcohol screening test and /or after  
employment as a condition of employment? Yes No

### Work Preferences

Please indicate department desired (Maintenance or Pro Shop) \_\_\_\_\_

List any Licenses, certificates or professional affiliations you may have. \_\_\_\_\_

List any hobbies, special interests or sports in which you are involved: \_\_\_\_\_

Do you have a valid driver license? Yes No

If yes, Class of License: \_\_\_\_\_ State \_\_\_\_\_

Has your driver's license been suspended or revoked within the last (5) years? Yes No

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

## Availability of Work

Are you applying for full-time work? Y N Are you applying for part-time work? Y N

If part time, how many hours available per week? \_\_\_\_\_

Will you work weekends if necessary? Y N

Will you work overtime if necessary? Y N

Will you work opening shifts (5:30 am) Y N Closing Shifts (10:00pm) Y N

Are you now or do you expect to be engaged in any other business, employment or schooling?

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

Do you have any on-going obligations or other personal commitments that would affect your work schedule? Y N If yes, Please explain. \_\_\_\_\_

\_\_\_\_\_

## Prior Events

Have you ever been discharged for cause? Y N

Have you ever been convicted of any felony in the last 10 years? Y N If yes, please explain

\_\_\_\_\_

Have you ever been disciplined for absenteeism? Y N If yes, please explain: \_\_\_\_\_

\_\_\_\_\_

## Education

Highest level of education completed: High School Graduate Y N or current year \_\_\_\_\_

College Degree Y N or current year \_\_\_\_\_ Post Graduate Degree \_\_\_\_\_

## Employment History (Please list most current Employer first)

Company Name \_\_\_\_\_ Phone \_\_\_\_\_

Street Address \_\_\_\_\_ Employed From \_\_\_\_\_ to \_\_\_\_\_

Name of Supervisor \_\_\_\_\_ Hourly wage/salary \_\_\_\_\_

Job Title \_\_\_\_\_ Description of work \_\_\_\_\_

\_\_\_\_\_

Reason for leaving \_\_\_\_\_

Company Name \_\_\_\_\_ Phone \_\_\_\_\_

Street Address \_\_\_\_\_ Employed From \_\_\_\_\_ to \_\_\_\_\_

Name of Supervisor \_\_\_\_\_ Hourly Wage/Salary \_\_\_\_\_

Job Title \_\_\_\_\_ Description of work \_\_\_\_\_

\_\_\_\_\_

Reason for leaving \_\_\_\_\_

## Application Agreement

I hereby authorize any former employer, person, school, firm or corporation listed here on, including this company, to answer any and all questions related to employment and I agree to release from liability and hold all persons harmless for giving any and all truthful information within their knowledge or records. I understand this is a preliminary application and not a contract for employment. I agree to take a job-related physical examination and/or drug/alcohol test when requested as a condition of my employment. I agree to comply with all rules of the company as a condition of employment. In the event the company advances me money or other things of value, I agree to repay the company and also that any amount still owing may be deducted from my final check.

I understand that acceptance of an offer of employment does not create a contractual obligation upon the employer to continue to employ me in the future. My signature below further signifies that I recognize that my employment at Sun Hill Golf Course is at-will and that either I or Sun Hills Golf Course can terminate the employment relationship at any time, with or without notice and with or without reason.

The applicant hereby releases and authorizes Sun Hills Golf Course to review any documents, including court records, in an effort to assess the character of the applicant.

If you decide to engage an investigative consumer reporting agency to report on my credit and personal history, I authorize you to do so. If a report is obtained, you must provide, at my request, the name of the agency so I may obtain from them the nature and substance of the information contained in the report.

The information provided in this Employment Application is true, correct and complete. If employed, any misstatement or omission of fact on this application may result in immediate dismissal.

Name (Please Print) \_\_\_\_\_

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