

## Application for Employment

\*\* All questions must be completed by the applicant in it's entirety to be considered for employment \*\*

### Personal Information

NAME (LAST, FIRST, MIDDLE)		SOCIAL SECURITY NO.	DATE OF BIRTH
PRESENT ADDRESS	CITY	STATE	ZIP CODE
HOME PHONE NO.	CELL PHONE NO.	EMAIL ADDRESS	

Education History	Name of School	Highest year	Best subjects studied	Enrollment plans
High School				Spring?    Fall?
College / Trade School				Spring?    Fall?

### Employment Desired...please circle    Driver    Beach/Boat    Office    Cleaning    Maintenance    Other

Work availability...please circle all appropriate Spring    Weekdays    Weekends    Evenings    Overtime Summer    Weekdays    Weekends    Evenings    Overtime Fall    Weekdays    Weekends    Evenings    Overtime	Available start date? Dates, vacations, limitations that would cause absence to work? *must complete for work consideration	Salary Desired?
Are you available Labor Day weekend?	Drivers license?    [ ]Yes    [ ]No	Drivers license No
Are you looking for part time or full time?	Age received drivers license? _____	
Have you ever applied to this company before?    [ ]Yes    [ ]No		When?
Do you have any friends or relatives working for this Company?    [ ]Yes    [ ]No If yes, state names and relationship:		

### DRIVERS, BEACH, MAINTENANCE POSITIONS ONLY - - - Do you have experience...

working at a canoe livery / campground? [ ]Yes [ ]No	if yes, where and when	job responsibility
driving vans with passengers?	driving vans with trailers?	lifting / carrying boats?
eagle scout?	lifeguard certified?	public speaking?
bus drivers...license certifications?		
Do you have experience in maintenance work? Please explain details...		
Have you had any accidents during the past 3 years? If yes, please explain...		
Have you had any moving violations in the past 3 years? Please explain...		

### OFFICE POSITIONS ONLY - - - Do you have experience...

working at a canoe livery / campground? [ ]Yes [ ]No	if yes, where and when	job responsibility
general computer skills?	circle programs to which you have a good understanding... MS Excel                      MS Word                      MS Publisher	public speaking?
cleaning experience?		
Please name 3 reasons as to why you consider yourself effective in an office / customer relations position?		

**Qualifications**

Are you able to perform the essential functions of the job for which you are applying? [ ] Yes [ ] No  
 If no, describe the functions that cannot be performed...(ex. Boat lifting, cleaning, etc.)

Use the space below to summarize any additional information necessary to describe your full qualifications for the specific position for which you are applying.

**Former Employers (List Below Last Three Employers, Starting with the most current)**

Date (Month & Year)	Name and Phone Number	Salary	Job Responsibilities	Reason for Leaving
From: To:				
From: To:				
From: To:				

Are you currently employed? \_\_\_\_\_ If so, may we inquire of your present employer? \_\_\_\_\_

**References** Please list 3 references other than relatives or previous employers

Name	Address, Phone No.	Relationship	Years Known

Are you willing to submit a controlled substance test? [ ] Yes or [ ] No

Have you ever been convicted of a criminal offence (felony or misdemeanor)? [ ] Yes [ ] No  
 If yes, please describe the crime - state nature of the crime(s), when and where convicted and disposition of the case. \_\_\_\_\_

**Authorization**

"I certify that the facts contained in this application are true and complete to the best of my knowledge and understand that, if employed, falsified statements on this application shall be grounds for dismissal.

I authorize investigation of all statements contained herein and the references and employers 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 the company from all liability for any damage that may result from utilization of such information.

**I certify that I completed this application myself.** Applications completed by someone other than the applicant will be disregarded.

**Date** \_\_\_\_\_ **Signature** \_\_\_\_\_  
 -----DO NOT WRITE BELOW THIS LINE-----

Remarks			
Neatness		Character	
Personality		Ability	
Hired	Position	Start Date	Salary