



# EMPLOYMENT APPLICATION

Various Federal, State and local laws prohibit discrimination based on race, color, sex, religion, national origin, ancestry, age, disability or marital status. Manito Golf & Country Club is an equal opportunity employer and your response to any question will not be used as a basis for discrimination, but will be judged on its relevance to the position you are seeking.

## PERSONAL INFORMATION

DATE

Name	( First)	(Middle)	(Last)				
Home Address	City	State	Zip				
Home Telephone	Business Telephone	May we contact you at work?					
Position Applying For	Date Available	Are you interested in (check all that apply)					
		<input type="checkbox"/> Full-time <input type="checkbox"/> Part-time <input type="checkbox"/> Temporary <input type="checkbox"/> Summer					
Days and hours available. Complete if applying for restaurant position.							
Day	Mon	Tues	Wed	Thurs	Fri	Sat	Sun
From							
To							
If you are under 18 years of age, please state your date of birth							
_____ / _____ / _____							
How were you referred to Manito Golf & Country Club? _____							
_____							

## EDUCATION

Type of School	Name and Location of School		Degree / Area of Study	Number of Years Attended	Graduated (Check One)
High School	Name	Address			<input type="checkbox"/> Yes <input type="checkbox"/> No
	City	State			
College	Name	Address			<input type="checkbox"/> Yes <input type="checkbox"/> No
	City	State			
Grad School	Name	Address			<input type="checkbox"/> Yes <input type="checkbox"/> No
	City	State			

## LEGAL

Are you a U.S. citizen or do you have a legal right & necessary documents to work in the U.S.? ☐ Yes ☐ No  
(Identity and employment eligibility of all new hires will be verified as required by the Immigration Reform and Control Act of 1986.)

Were you ever discharged by any company ☐ Yes ☐ No. If yes, give name of company (ies) \_\_\_\_\_

Reason for discharge \_\_\_\_\_

*\*Manito reserves the right to do a background check on any qualified applicant for employment once the applicant is interviewed and considered for hire.*

EMPLOYMENT HISTORY

List employment starting with your most recent position. Account for any time during this period that you were unemployed by stating the nature of your activities.  
May we contact your present employer? ☐ Yes ☐ No    Past employer? ☐ Yes ☐ No    Please indicate if you were employed under a different name.

DATES	NAME AND ADDRESS OF EMPLOYER	POSITION HELD AND SUPERVISOR	LIST MAJOR DUTIES	SALARY OR WAGES	REASON FOR LEAVING
From: / mo. yr. To: / mo. yr.	Name Address City State Phone ( )	Your Job Title Supervisor		Starting Final	
From: / mo. yr. To: / mo. yr.	Name Address City State Phone ( )	Your Job Title Supervisor		Starting Final	
From: / mo. yr. To: / mo. yr.	Name Address City State Phone ( )	Your Job Title Supervisor		Starting Final	
From: / mo. yr. To: / mo. yr.	Name Address City State Phone ( )	Your Job Title Supervisor		Starting Final	

Have you previously worked for Manito Golf & Country Club? ☐ Yes ☐ No  
Reason for leaving \_\_\_\_\_

REFERENCES

Business references: (do not list relatives) (please indicate if you were employed under a different name)

Name	Address	Work Phone No.	Title	Years Known
		( )		
		( )		
		( )		

PLEASE READ CAREFULLY

I understand that, with my authorization, an investigation may be made whereby information is obtained regarding my character, previous employment, general reputation, educational background, credit record and/or criminal history, subject to applicable federal, state and/or local laws.

In the event of employment, I understand that false or misleading information given in my application or interview(s) may result in immediate dismissal. I understand, also, that I am required to abide by all rules and regulations of Manito Golf & Country Club.

I understand and agree that if employed, the employment will be “at will”. That is, either I or Manito Golf & Country Club may end the employment relationship at any time, for any reason, or for no reason. I understand that receipt of this application by Manito Golf & Country Club does not imply employment and that this application and/or any other Manito Golf & Country Club documents are not contracts of employment.

APPLICANT’S SIGNATURE

/ /  
DATE SIGNED