

Application for Employment

Albany Country Club 300 Wormer Rd., Voorheesville, NY 12186 518-765-2851

EMPLOYEE INFORMATION

Position applying for: _____

Name: _____
First Middle Last

Telephone: _____ Cell Phone: _____ Email: _____

Address: _____

Are you able to perform the essential functions of the position with or without accommodations? YES No

Are you at least 18 years of age? YES No If under 18 do you have working papers? YES No

Are you legally eligible for employment in the U.S. YES No

Which shifts are you able and willing to work: Any Day Night Split Weekends Holidays

If Hired, when will you be able to report to work: _____

If you are in college, when would be your last day that you would be able to work: _____

Who were you referred by: _____ Salary Desired: _____

EMPLOYMENT HISTORY

LIST BELOW LAST THREE EMPLOYERS, STARTING WITH LAST ONE FIRST:

1. Company

Name: _____ Supervisor _____

Company Address: _____

Job Title: _____ Phone Number: _____

Job Description: (duties, skills, equipment used) Last Hourly Rate/Salary: _____

Dates worked: From: _____ To: _____

2. Company

Name: _____ Supervisor _____

Company Address: _____

Job Title: _____ Phone Number: _____

Job Description: (duties, skills, equipment used) Last Hourly Rate/Salary: _____

Dates worked: From: _____ To: _____

3. Company

Name: _____ Supervisor _____

Company Address: _____

Job Title: _____ Phone Number: _____

Job Description: (duties, skills, equipment used) Last Hourly Rate/Salary: _____

Dates worked: From: _____ To: _____

Which of these jobs did you like best? _____

What did you like most about this job? _____

EDUCATION

| | Name of School | Years Attended | Field of Study | Graduate or degree |
|------------------------|----------------|----------------|----------------|--------------------|
| High School | | | | |
| College/ University | | | | |
| Business/ Technical | | | | |
| Additional | | | | |

REFERENCES

Give the Name of three persons not related to you whom you have known for at least one year.

1. Name _____ Phone No. _____ Business: _____ Years Known: _____
2. Name _____ Phone No. _____ Business: _____ Years Known: _____
3. Name _____ Phone No. _____ Business: _____ Years Known: _____

The information that you provide on this application is subject to verification. Falsifications or misrepresentations may disqualify you from consideration for employment or, if hired, may be grounds for termination.

With my signature below I certify that all information on this application are true, correct and complete to the best of my knowledge. I authorize all former employers to release job-related information that they may have about me and I release all persons or companies from any liability for providing such information.

If employed, I will be required to provide original documents which verify my identity and right to work in the United States under the Immigration Reform and Control Act. (IRCA) of 1986. The documents provided will be used for the completion of Form I-9. I hereby acknowledge that I have read and agree to the above statements.

SIGNATURE: _____ Date: _____

Your employment with Albany Country Club is a voluntary one and is subject to termination by you or Albany Country Club at will, with or without cause, and with or without notice, at any time. Nothing on this application shall be interpreted to be in conflict with or to eliminate or modify in any way the employment-at-will status of ACC employees.

This policy of employment-at-will may not be modified by any officer or employee and shall not be modified in any publication or document. The only exception to this policy is a written employment agreement approved at the discretion of the President or the Board of Directors, whichever is applicable.

We are an equal opportunity employer. We do not discriminate on the basis of race, religion, color, sex, age, national origin, marital status, sexual orientation or disability.