

## SOUTH PARK INN, INC. EMPLOYMENT APPLICATION

South Park Inn, Inc. ("Employer") is an equal opportunity employer. It is the policy of the Employer to strive to employ the best qualified people, to provide equal opportunities for the advancement of employees, including upgrading, promotion and training, and to administer these activities in a manner which will not discriminate against any person because of race, color, religious creed, sexual orientation, age, ancestry, veteran status, sex, national origin, marital status, history of mental disorder, learning disability or physical disability, including blindness or any other characteristic protected by law. South Park Inn is an at-will employer and has no contractual arrangement with any employees. South Park Inn's policy is to strive to maintain a drug-free workplace, according to federal mandate, at all work sites.

Name (last)	(first)	(middle initial)	Social Security Number
Address	(city)	(state)	(zip code)
			Day/Evening Telephone numbers:

### POSITION DATA

Position(s) desired or area of interest:  1.  2.	Type of employment desired: Full-Time    Part-Time    Temporary (please circle)  Days available: _____ _____  If Part-Time, what hours? From _____ to _____	Wage requirement \$ _____ Hrly/Wkly. _____  When could you start? _____ <span style="float: right;">Date</span>
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### PERSONAL HISTORY

Have you ever been employed by South Park Inn?    Yes / No    Dates Employed: _____
Have you ever filed an application here before?    Yes / No    If yes, date: _____
Are you a U.S. citizen or, if not, do you have legal working papers?    Yes / No

How were you referred to South Park Inn? Employment Agency: _____    South Park Inn employee: _____ Newspaper or Other Publication _____    Other: _____ Do you have a relative or friend working at South Park Inn or Plimpton House?    Yes / No    If yes, who? _____
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Have you been CONVICTED of a criminal offense within the last five (5) years?    Note: you may answer "NO" if any of the following circumstance are applicable:  1.    You have a first conviction for any of the following misdemeanors: Drunkenness, speeding, minor traffic violations, or disturbances of the peace, 2.    You have felony or misdemeanor conviction that has been erased, nollied, annulled, dismissed or sealed by a court, or you received an absolute pardon. 3.    You have a juvenile delinquently or child in need of service complaint that was not transferred to superior court for prosecution.  Yes / No    If Yes, please explain: _____
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## EDUCATION HISTORY

Name & Location of School	Years Completed	Degree	Major/Minor Subjects
(High School)			
(College-Vocational School)			
(Graduate School)			
(Other)			

## EMPLOYMENT HISTORY (Begin with most recent or present employer)

Are you employed now? Yes / No

May we inquire of your present employer? Yes / No

Employer: \_\_\_\_\_ Contact Person: \_\_\_\_\_ Phone: \_\_\_\_\_

Company Name	Tel. #	Dates Employed From	To	Job Title
Address		Starting Wage		Major Duties
		Ending Wage		
Supervisor's Name/Title		Bonus		Reasons for leaving

Indicate here how you spent your time between jobs if there was a gap: \_\_\_\_\_

Company Name	Tel. #	Dates Employed From	To	Job Title
Address		Starting Wage		Major Duties
		Ending Wage		
Supervisor's Name/Title		Bonus		Reasons for leaving

Indicate here how you spent your time between jobs if there was a gap: \_\_\_\_\_

Company Name	Tel. #	Dates Employed From	To	Job Title
Address		Starting Wage		Major Duties
		Ending Wage		
Supervisor's Name/Title		Bonus		Reasons for leaving

**SKILL INFORMATION** (complete only if applicable to position you seek)

If you have any of the specific job skills listed below, please check. Use the spaces given for any additional job skill(s) you possess.

Adding Machine/Calculator     
  Computer Skills     
  Typing: \_\_\_\_\_  
 Word Processor \_\_\_\_\_     
  Accounting/Bookkeeping  
 Other \_\_\_\_\_  
 Languages: Spoken \_\_\_\_\_ Written \_\_\_\_\_

Any other experience, volunteer work, special study, community activities or other attributes you believe would contribute to your qualifications? \_\_\_\_\_

**REFERENCES**

Please provide the names & phone number of three persons **NOT RELATED TO YOU** whom we may contact for work references. South Park Inn reserves the right to contact other individuals for references as well.

Name	Address	Telephone	Occupation	Years Acquainted

**READ BEFORE SIGNING**

I understand that any job offer will be contingent upon satisfactory references and background check. I understand that South Park Inn may solicit the services of an outside agency to investigate and report on my background, character, general reputation, personal characteristics and the like with respect to my application for employment and to verify the information provided to the Employer in the application process. I acknowledge that I have been advised that I have a right to request in writing information concerning the nature and scope of any such investigation. I hereby release all persons, firms, schools, organizations and/or corporations furnishing references or other information concerning me from liability for releasing such information. I also release the Employer from any liability that might result from requesting such information.

I further understand that any misleading or incorrect information, misrepresentation, or omission of necessary facts may render this application void or may be cause of immediate dismissal whenever discovered and that the issuance of this application blank does not necessarily indicate that there are positions open at present. I certify that the statements made on this application are true, complete and correct, and further agree that such statements may be investigated. I also recognize that South Park Inn policies, rules, benefit plans, and procedures may be modified or amended at any time at the discretion of the South Park Inn.

**NOTHING IN THIS APPLICATION FORM IS INTENDED BY THE SOUTH PARK INN TO BE AN EXPRESS OR IMPLIED CONTACT OF EMPLOYMENT.** If employed, I agree to conform to the rules and regulations of the South Park Inn and I understand that my employment and compensation can be terminated with or without cause, and with or without notice, at any such time at the option of South Park Inn or myself. I understand that no representative of South Park Inn other than the Executive Director and Assistant Director have any authority to enter into any agreement for employment for any specified period of time or to make any agreement contrary to the foregoing. Any such agreement must be in writing and signed by the Executive Director and Assistant Director.

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

I understand that any job offer will be contingent upon satisfactory references and background check. I understand that the Employer may solicit the services of an outside agency to investigate and report on my background, character, general reputation, personal characteristics and the like with respect to my application for employment and to verify the information provided to the Employer in the application process. I acknowledge that I have been advised that I have a right to request in writing information concerning the nature and scope of any such investigation. I hereby release all persons, firms, schools, organizations and/or corporations furnishing references or other information concerning me from liability for releasing such information. I also release the Employer from any liability that might result from requesting such information.