



**Olde Beau Resort and Golf Club**

P.O. Box 32  
729 Olde Beau Blvd.  
Roaring Gap, N.C. 28668



# Employment Application

## Applicant Information

Full Name: \_\_\_\_\_ Date: \_\_\_\_\_  
*Last First M.I.*

Address: \_\_\_\_\_  
*Street Address Apartment/Unit #*  
\_\_\_\_\_  
*City State ZIP Code*

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

Date Available: \_\_\_\_\_ Desired Salary: \$ \_\_\_\_\_

Position Applied for: \_\_\_\_\_

Are you a citizen of the United States? YES  NO  If no, are you authorized to work in the U.S.? YES  NO   
Have you ever worked for this company? YES  NO  If yes, when? \_\_\_\_\_  
Have you ever been convicted of a felony? YES  NO

If yes, explain: \_\_\_\_\_

## Education

High School: \_\_\_\_\_ Address: \_\_\_\_\_

From: \_\_\_\_\_ To: \_\_\_\_\_ Did you graduate? YES  NO  Diploma: \_\_\_\_\_

College: \_\_\_\_\_ Address: \_\_\_\_\_

From: \_\_\_\_\_ To: \_\_\_\_\_ Did you graduate? YES  NO  Degree: \_\_\_\_\_

Other: \_\_\_\_\_ Address: \_\_\_\_\_

From: \_\_\_\_\_ To: \_\_\_\_\_ Did you graduate? YES  NO  Degree: \_\_\_\_\_

## References

Please list three professional references.

Full Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Company: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_

Full Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Company: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_

Full Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Company: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_

## Previous Employment

Company: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_ Supervisor: \_\_\_\_\_

Job Title: \_\_\_\_\_ Starting Salary: \$ \_\_\_\_\_ Ending Salary: \$ \_\_\_\_\_

Responsibilities: \_\_\_\_\_

From: \_\_\_\_\_ To: \_\_\_\_\_ Reason for Leaving: \_\_\_\_\_

May we contact your previous supervisor for a reference? YES  NO

Company: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_ Supervisor: \_\_\_\_\_

Job Title: \_\_\_\_\_ Starting Salary: \$ \_\_\_\_\_ Ending Salary: \$ \_\_\_\_\_

Responsibilities: \_\_\_\_\_

From: \_\_\_\_\_ To: \_\_\_\_\_ Reason for Leaving: \_\_\_\_\_

May we contact your previous supervisor for a reference? YES  NO

Company: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_ Supervisor: \_\_\_\_\_

Job Title: \_\_\_\_\_ Starting Salary:\$ \_\_\_\_\_ Ending Salary:\$ \_\_\_\_\_

Responsibilities: \_\_\_\_\_

From: \_\_\_\_\_ To: \_\_\_\_\_ Reason for Leaving: \_\_\_\_\_

May we contact your previous supervisor for a reference? YES NO

### Military Service

Branch: \_\_\_\_\_ From: \_\_\_\_\_ To: \_\_\_\_\_

Rank at Discharge: \_\_\_\_\_ Type of Discharge: \_\_\_\_\_

If other than honorable, explain: \_\_\_\_\_

### Disclaimer and Signature

*I certify that my answers are true and complete to the best of my knowledge.*

*If this application leads to employment, I understand that false or misleading information in my application or interview may result in my release.*

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

## Applicant's Statement

I certify that answers given by me to the foregoing questions and statements are true and correct without any falsifications, omissions, or misleading statements whatsoever. I agree that the club shall not be held liable in any respect if my employment is terminated because of false or misleading statements of answers or omissions made by me in this application.

I authorize previous employers, schools, or persons named above to give any information regarding my employment, together with any information that they may have regarding me, whether or not it is in their records, unless I have otherwise indicated. I agree to release from liability the Club and all individuals and/or institutions, for any information that may be given by them in consideration for your considering me for employment.

I understand that any offer of employment is conditioned upon meeting the Club's standards to my criminal records or other background records check. If I am offered a job in which operations of a motor vehicle is part of the job duties, I will sign a separate authorization allowing the Club to obtain a full and complete record from the Department of Motor Vehicles of North Carolina or other appropriate state. I further agree to cooperate fully in obtaining these records.

I agree to comply with the Club's rules, regulations and policies and acknowledge that these rules, regulations and policies may be changed, interpreted, withdrawn or supplemented any time and without prior notice to me.

I understand and agree that if I am hired, my employment is **AT WILL** and no definite period of time and may, regardless of the date of payment of my wages and salary, be terminated at any time, without any previous notice, and without liability to me for wages or salary, except such as may have been earned at the date of such termination in accordance with the North Carolina Wage and Hour Act or other applicable law.

I acknowledge that any offer of employment or my acceptance of an employment offer, if such is to occur, may be withdrawn, at any time, at the option of the Club or myself. I understand that this application and any other document which I may receive are not contracts of employment. I further understand that no representative of the Club other than the General Manager has the authority to enter into any agreement for employment for any specified period of time or to assure any benefits or terms and conditions of employment, or make any agreement contrary to the foregoing.

I agree to give the Club two week notice of resignation, if possible, should I terminate my service after accepting employment. It is understood that the Club may supply to any prospective employer a complete record of my employment with no responsibility to the Club or any of its staff.

I understand that I have no expectations of privacy with regard to any property owned or operated by the Club, including equipment, computer data (whether generated by me or others), storage, desk and locker, all of which are subjects to inspections at any time. I further understand that I may be asked to submit for inspection all personal belongings, including clothes, which I wear or bring to the job site. If legally or unauthorized drugs, alcohol, firearms, weapons or stolen property are found during an inspection, or if I refuse to submit to a search of my effects, I will be required to vacate the premises immediately and may be disciplined up to and including discharge.

I understand that if I am offered employment, post job offer but before my employment begins, the Club may require a medical evaluation which may include a physical examination by a physician selected by the Club to which I consent.

This evaluation may also include a pre-employment drug screening examination administered by a professional laboratory as part of my application for employment to which I also consent. I understand that either refusal to submit to the pre-employment drug screening examination or failure to qualify according to the standards established by the Club for this examination may disqualify me from further consideration for employment. The results of this examination shall be in confidence and furnished only to the authorized officer of the Club from which I am now seeking employment for use solely in consideration relevant to my employment. I further understand that upon commencement of employment with the Club, I may again be required, for reasonable suspicion, to submit to a drug screening examination administered by a professional laboratory or be subjected to random, period screening. I understand that refusal to take a required drug screening test or failure to meet the standards set for the examination may result in immediate suspension or discharge.

I understand that, if driving is relevant to the work that I will be performing, I authorize the Club to obtain my driving record.

I understand that I may be asked to voluntarily submit to a polygraph examination as part of an ongoing investigation if the Club has sustained an economic loss or injury as a result of actions such as theft or embezzlement.

I understand that, according to federal law, all individuals who are hired must, as a condition of employment, produce certain documents to verify their identity and U.S. Citizen status or, if aliens, their legal authorization to work in the U.S. As a consequence, I understand that any offer of employment would be contingent on my ability to produce the required documentation within the time period required by law.

I understand that if hired, I will be placed on a three-month introductory probationary period.

I hereby acknowledge that I have read the above statements and understand same.

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Applicant's Signature

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Date

Please note that applications for employment are considered for a period of 90 days. After this period, it will be necessary for you to file a new application form if you still wish to be considered for employment.