

GRANITE FALLS

SWIM AND ATHLETIC CLUB

Employment Application

Number: _____
 Date IV: _____
 By: _____

Granite Falls Swim & Athletic Club is an equal opportunity employer, dedicated to a policy of non-discrimination in employment on any basis including age, sex, color, race, creed, national origin, religious persuasion, marital status, or disability that does not prohibit performance of essential job function.

PERSONAL INFORMATION (To be considered for employment, please complete the following completely, even if attaching a resume.)

Position Applying for (see Job Description attachment):		Application Date:	
Type of employment sought:	Full Time	Part Time (List hours available)	Summer Only
How did you hear about this opening?		Date you can start:	
Last Name:	First Name:	Middle:	
Present Address:		City/State:	Zip:
Home Phone:	Business/Message Phone:	Email:	
Do you have the legal right to be employed in the US? YES NO <i>If hired, you will be required to submit proof of identity and eligibility to work in the United States as required by the Immigration Reform and Control Act of 1986.</i>			
Have you ever been convicted of anything other than minor traffic violations? YES NO <i>If YES, please explain on reverse side of paper. (Note: A conviction will not necessarily bar you from employment, each conviction will be judged on its own merits with respect to time, position, circumstance and seriousness.)</i>			

EDUCATION

Name/Location of School	Course of Study	Graduation (Yes/NO)	Type of Degree/Certification

CERTIFICATIONS:

Type/Affiliation:	Completed:	Expires:
Type/Affiliation:	Completed:	Expires:
Type/Affiliation:	Completed:	Expires:
Type/Affiliation:	Completed:	Expires:
Type/Affiliation:	Completed:	Expires:

SPECIALIZED SKILLS AND KNOWLEDGE (List any skills or knowledge that show your ability to perform the job for which you are applying.)

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EMPLOYMENT INFORMATION

Current/Last Employer's Name, Address and Phone:		May we contact: YES NO
Supervisor' Name/Phone:	Your Job Title:	
Dates of Employment - From: To: Salary:	Reason for Leaving:	
Prior Employer's Name, Address and Phone:		May we contact: YES NO
Supervisor' Name/Phone:	Your Job Title:	
Dates of Employment - From: To: Salary:	Reason for Leaving:	
Prior Employer's Name, Address and Phone:		May we contact: YES NO
Supervisor' Name/Phone:	Your Job Title:	
Dates of Employment - From: To: Salary:	Reason for Leaving:	

REFERENCES

Name:	Relationship:	Phone:
Name:	Relationship:	Phone:
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SWIM AND ATHLETIC CLUB

Notice to Applicants

GRANITE FALLS SWIM & ATHLETIC CLUB MISSION: TO CREATE A FUN, ENERGETIC ENVIRONMENT WHERE MEMBERS FIND MOTIVATION, RELAXATION, AND SOCIAL INTERACTION, THEREBY, IMPROVING THEIR QUALITY OF LIFE WHILE BUILDING A SENSE OF COMMUNITY.

1. An individual may only apply for the job position indicated on the application. If your application indicates you are applying for "any" available positions your application will be rejected.
2. The purpose of the application form is to provide you with the opportunity to demonstrate your skills, experience, abilities and other personal attributes that meet the qualification requirements for the job position that is available. It will be in your best interest to take your time and list the qualifications you believe you have, in addition to what has been listed on your resume.
3. All of the inquiries on the application must be completed and the information you provide must be accurate and truthful. If an inquiry is left blank, your application may be rejected. If you feel the question or information sought is not applicable, put N/A for a response. Any false or inaccurate information will result in the rejection of the application or will result in termination of employment if the false or inaccurate information is discovered after the hire date.
4. In accordance with Section 274A of the Immigration Reform and Control Act of 1986, all employees hired after November 6, 1985, will be required to provide Granite Falls Swim & Athletic Club with proof of eligibility to work in the United States (form I-9).

Granite Falls Swim & Athletic Club is a Smoke-Free work environment. Smoking (including smokeless tobacco) is not permitted on the premises.

It is the goal of Granite Falls to balance our respect for individuals with the need to provide a safe work environment and healthy, productive, drug free work force. Granite Falls employees will provide a friendly, knowledgeable staff whose key focus is customer service and safety.

I certify that all information provided by me on this application is true and complete to the best of my knowledge and that I have withheld nothing that, if disclosed, would alter the integrity of this application. I hereby acknowledge that I understand these instructions and will abide by them.

Applicant's Signature

Date