



ARCADIA RESORT

Job Application

Personal Information

Name: _____ Date: _____

Previous or Maiden Name: _____

Address: _____

Phone: _____ Cell Phone: _____

Email Address: _____

Job Information

Position Applying For: _____

Availability: Year-round Seasonal or Temporary

Hours you are looking for: Part Time Only Full Time Only Part or Full Time

If applying for part time only, how many hours do you want to work? _____

Hours you are routinely available to work: _____

Do you have a reliable source of transportation to and from work? Yes No

Do you have a valid driver's license? *(Applicable only for certain positions)* Yes No

Are you at least 18 years of age? Yes No If under 18, list age: _____

Are you legally eligible to work in the United States? Yes No

The essential functions of most jobs at Arcadia Resort will require that employees lift up to 50 lbs., bend and stoop frequently, push carts frequently, stand and/or walk long periods of time, and work in extreme temperatures. To the extent these functions may be applicable to the position for which you are applying, can you perform all of the above functions or perform all of the above functions with reasonable accommodation? Yes No

(Answering "No" to this inquiry is not an automatic bar to employment. Arcadia Resort is an equal opportunity employer, and complies with all facets of the Americans with Disabilities Act and State law.)

Have you been convicted of a felony or misdemeanor, or are you currently formally charged with committing any criminal offense? Yes No

(Do not include any traffic violations, juvenile offenses, military convictions—except general court martial.)

If you answered "Yes", please provide details of conviction, offense, location, date, and sentence. _____

Employment

List all previous employers including self-employment, military service, summer, and part-time jobs. Start with your current or most recent job. Please do not leave gaps in your employment history.

Current/Past Employer:

Period Employed:	From:	To:
Position:		
Reporting to:		
Responsible for:		
Pay rate:	Beginning:	Ending:
Reason for leaving:		

Past Employer:

Period Employed:	From:	To:
Position:		
Reporting to:		
Responsible for:		
Pay rate:	Beginning:	Ending:
Reason for leaving:		

Past Employer:

Period Employed:	From:	To:
Position:		
Reporting to:		
Responsible for:		
Pay rate:	Beginning:	Ending:
Reason for leaving:		

Past Employer:

Period Employed:	From:	To:
Position:		
Reporting to:		
Responsible for:		
Pay rate:	Beginning:	Ending:
Reason for leaving:		

May we contact your present employer? Yes No

Former Employers? Yes No

Have you ever worked for Arcadia Resort Before?

Yes No

Please describe any other relevant experience. _____

Do you have any certifications, degrees, awards, or special skills we should know about?

Is there anything else you would like us to know when considering your application?

Are you related to anyone currently working for Arcadia Resort? Yes No

If yes, who? _____

Are you a veteran? Yes No

Branch:	Years:	Rank at discharge:
Were you honorably discharged? <input type="checkbox"/> Yes <input type="checkbox"/> No If No, please explain:		

Education

Type of School	Name and Location of School	Degree or Area of Study	Years Attended	Graduated (Circle One)
High School				Yes No
College				Yes No
Graduate School				Yes No
Other / Trade School				Yes No

References

Please list at least three references. Please include individuals who are qualified to evaluate your capabilities. Please do not include relatives.

Name	Title & Company	Phone Number	Email Address

Are you willing to submit to a background check? Yes No

Are you willing to submit to a pre-employment drug test? Yes No

Would you agree to pass periodic routine drug tests? Yes No

Have you ever been terminated from a job because of criminal misconduct? Yes No

Arcadia Resort does not discriminate on the basis of race, sex (including pregnancy), color, age, national origin, disability or any other protected status. We base our hiring decisions on a variety of factors, including skills, the ability to perform the job, prior employment experience, employment references as to character and willingness to work, willingness to accept the offered salary, and personal interviews.

I certify that all answers given herein are true and complete to the best of my knowledge.

I authorize investigation of all statements contained in this application for employment as may be necessary in arriving at an employment decision.

I also understand that if employment is offered and accepted, such employment is not for any specific term and can be terminated at any time, with or without cause and with or without notice, by either Arcadia Resort or me. I further understand that this application is not, and is not intended to be, a contract of employment and that my at-will employment status cannot be changed except by a written document signed by the president of Arcadia Resort. I further understand that no supervisor, manager, or other employee or representative of Arcadia Resort, other than the president of the company, has the authority to change the at-will nature of my employment and that any oral promise of employment for a definite period or statements that are otherwise contrary to my at-will status are not binding upon Arcadia Resort.

I understand that, if offered employment, I will have three days to submit documents to verify my identity and authorization to work for Arcadia Resort in the U.S. and that failure to submit such documents within three days will preclude me from actually beginning employment with Arcadia Resort and may result in the withdrawal of any offer of employment, or, if employment has begun, will result in the termination of my employment. I certify that any documents I furnish to verify my identity and authorization to work in the U.S. will be authentic and will relate to me.

I understand that additional documentation will be required as a pre-condition for employment and that I may be required to submit to a drug screen and background security check. I understand and agree that my completion of this form does not guarantee that I will be offered employment. I further understand and agree that if I am hired I am required to read and abide by all rules and regulations of Arcadia Resort governing its employees.

Your signature reflects that you have read and understood all of the above statements and conditions of employment. Your signature further reflects that you understand and agree that any material misrepresentation or deliberate omission of the facts provided by you will justify Arcadia Resort terminating its consideration of your application for employment, or, if employment has begun, terminating your employment.

Signature of Applicant: _____ Date: _____