

APPLICATION FOR EMPLOYMENT

We appreciate your interest in American Yacht Club. American Yacht Club is an equal employment opportunity employer. American Yacht Club's policy is not to discriminate against any applicant or employee based on race, color, sex, sexual orientation, gender identity, religion, national origin, age (40 and over), past or present military service, disability, genetic information, or any other basis protected by applicable federal, state, or local laws. American Yacht Club also prohibits harassment of applicants or employees based on any of these protected categories. It is also American Yacht Club's policy to comply with all applicable federal, state and local laws respecting consideration of unemployment status in making hiring decisions.

Note to Applicants: Smoking is prohibited in all indoor areas of American Yacht Club unless designated smoking areas have been established by a particular location in accordance with applicable state and local law.

GENERAL INFORMATION			
Please complete all required information. Use ink and print.			
Location: _____ Today's Date: _____		Position Applying For:	
Name (Last) _____	(First) _____	(Middle) _____	Minimum Salary Desired _____
Street Address _____			Date Available for Work _____
City _____ State _____ Zip _____		Are you at least 18 years old? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Telephone (Personal) _____		Telephone (Work) _____	
Have you previously worked for or applied for a position with American Yacht Club, in any locations either as an employee or through an employment agency? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, please explain when and, if employed, in what capacity: _____		Are you related to or in a close personal relationship with anyone now employed at American Yacht Club? (An answer of "Yes" will not automatically disqualify you from the position for which you are applying). <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, state name(s) and where they are located: _____	
Are you available to work overtime as needed? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, are you available weekdays? _____ weekends? _____			

PERMISSION TO WORK
Are you authorized to work in the United States? <input type="checkbox"/> Yes <input type="checkbox"/> No
Will you now or in the future require sponsorship for employment visa status (e.g. H-1B status)? <input type="checkbox"/> Yes <input type="checkbox"/> No

REFERRAL INFORMATION
How did you learn about American Yacht Club?
<input type="checkbox"/> Employment Agency (state name): _____ <input type="checkbox"/> School (state name): _____
<input type="checkbox"/> Reputation of Firm _____ <input type="checkbox"/> Newspaper ad (name of paper): _____
<input type="checkbox"/> Referral (state name): _____ <input type="checkbox"/> Other: _____

WORK EXPERIENCE

Please specify your complete full-time and part-time employment history, including self-employment. You may include any verified work performed on a volunteer basis. Begin with your most recent employer. If you require additional space, please use the reverse side of this page and/or the following page.

Do not provide information about current or prior salary, wages or compensation.

1	Company Name _____	Telephone (____) ____ - ____
	Address _____	Employed (Month and Year) From _____ To _____
	Name, Title, and Phone Number of Supervisor _____	
	Job Title and Job Responsibilities _____ _____	Reason for Leaving _____ _____
2	Company Name _____	Telephone (____) ____ - ____
	Address _____	Employed (Month and Year) From _____ To _____
	Name, Title, and Phone Number of Supervisor _____	
	Job Title and Job Responsibilities _____ _____	Reason for Leaving _____ _____
3	Company Name _____	Telephone (____) ____ - ____
	Address _____	Employed (Month and Year) From _____ To _____
	Name, Title, and Phone Number of Supervisor _____	
	Job Title and Job Responsibilities _____ _____	Reason for Leaving _____ _____

(Employment record continued on next page.)

WORK EXPERIENCE (CONTINUED)

Please specify your complete full-time and part-time employment history, including self-employment. You may include any verified work performed on a volunteer basis. Begin with your most recent employer. If you require additional space, please use the reverse side of this page and/or the following page.

Do not provide information about current or prior salary, wages or compensation.

Company Name _____	Telephone (____) ____ - ____
Address _____	Employed (Month & Year) From _____ To _____
4 Name, Title, and Phone Number of Supervisor _____	
Job Title and Job Responsibilities _____ _____	Reason for Leaving _____ _____

All employers including your current employer may be contacted to verify the information you provide. May we contact your current employer prior to any offer of employment?

Yes No

PROFESSIONAL REFERENCES

Individuals not related to you. Business references preferred.

Name	Occupation	Phone	Address	Years Known and Capacity
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

EDUCATION & TRAINING

Please include name, street, city, state and zip code for each school.

School	Name and Location of School	Number of Years Completed	Degree	Type of Course/Major
Graduate	_____	_____	_____	_____
College	_____	_____	_____	_____

High School	_____	_____	_____	NA
Business/Trade/Technical	_____	_____	_____	_____

JOB RELATED SKILLS AND QUALIFICATIONS

Please summarize your job-related skills and qualifications:

APPLICANT'S STATEMENT & ACKNOWLEDGMENT	
THIS APPLICATION IS NOT COMPLETE UNTIL IT IS FULLY COMPLETED, SIGNED, AND ALL STATEMENTS BELOW HAVE BEEN READ AND INITIALED	
Initial ____	I certify that all of the information furnished on this application and during the application process is true, complete and correct to the best of my knowledge. I understand that any misrepresentation or omission of facts called for may result in refusal to hire or, if hired, may result in my dismissal at any time regardless of when the false answer or omissions are discovered.
Initial ____	I recognize that this employment application is not an offer of employment. I agree that if I am hired by the Company, I will be an at-will employee , meaning that either the Company or I may end the employment relationship at any time with or without cause or notice. I understand that only the American Yacht Club of American Yacht Club, and no manager, supervisor, or other representative of the Company, has authority to enter into any agreement for employment for any specified period of time, or to make any agreement contrary to the at-will employment relationship, and with respect to any agreement entered into by the American Yacht Club, any such agreements must be in writing and signed by the American Yacht Club and by me or my authorized representative.
Initial ____	I further understand and agree that, except for my at-will employment status, if hired, my wages, hours, working conditions, job assignment(s), and compensation rate(s) will be subject to change by American Yacht Club.
Initial ____	I understand that American Yacht Club may share the information contained in this application with other American Yacht Club employees for employment and administrative purposes and hereby consent to such transfer.
Initial ____	I hereby authorize, to the extent allowed by applicable federal state and local laws, American Yacht Club to conduct its own investigation of my references, employment history and education and, further, authorize the references and prior employers I have listed to disclose to the American Yacht Club information related to my employment history and qualifications for the position for which I am applying, without giving me prior notice of such disclosure.
Initial ____	I understand and expressly agree that if employed by the American Yacht Club, storage areas provided for me (locker, desk, etc.) are open to investigation by the American Yacht Club without prior notice to me.
Initial ____	I understand that American Yacht Club may not ask or require applicants to disclose past salary, wages or other compensation.

APPLICANT'S STATEMENT & ACKNOWLEDGMENT (Continued)

My signature below certifies that I agree to be bound by the terms and conditions stated in this application, which contains all the understandings between the Company and me concerning the topics addressed herein, and supersedes any prior inconsistent understandings between the Company and me on such issues.

APPLICANT'S SIGNATURE

DATE

This application will only be considered for 30 days. If you have not been hired within 30 days of submitting this application and you wish to continue to be considered for employment, you must complete another application.