



Camp Twin Lakes

Employment Application

Camp Twin Lakes is an equal opportunity employer. Camp Twin Lakes does not discriminate on the basis of age, religion, sex, race, color, national origin, sexual orientation, disability, genetic information or veteran status. It is our intention that all qualified applicants are given equal opportunity and that selection decisions be based only on job-related factors. Questions about Camp Twin Lakes' equal employment opportunity policy are welcome and should be addressed to the organization's management.

Applicant Information

Full Name: _____ Date: _____
Last First M.I.

Address: _____
Street Address Apartment/Unit #

City State ZIP Code

Phone: _____ E-mail Address: _____

Date Available: _____ Emergency Contact: _____

Position Applied for: _____ Emergency Contact Phone: _____

Are you legally authorized to work in the United States? YES NO

Do you now, or will you in the future, require immigration sponsorship for work authorization (e.g., H-1B)? (If hired, verification will be required consistent with federal law.)? YES NO

Have you ever worked for this company? YES NO If yes, when? _____ to _____

Background Information

During the past seven years, have you ever been discharged, suspended or asked to resign from any position? YES NO

If yes, explain:

For the purpose of verifying information on this application, have you ever worked or attended school under a different name at any of the organizations you have listed? YES NO

If yes, specify name:

Have you ever been convicted of a crime that has not been expunged, sealed, pardoned, annulled, statutorily eradicated or dismissed upon condition of probation? You are not required to disclose sealed or expunged records of conviction or arrest, or expunged juvenile records of conviction or arrest.

YES NO

If yes, explain:

Education

High School: _____ Address: _____
From: _____ To: _____ Did you graduate? YES NO Degree: _____
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 – Complete in Order of Most Recent to Oldest

Company: _____ Phone: _____
Address: _____ Supervisor: _____
Job Title: _____ Starting Salary: \$ _____ Ending Salary: \$ _____
Responsibilities: _____
From: _____ To: _____ Reason for Leaving: _____
May we contact your previous/current 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: _____

Additional Relevant Information to Application for Employment

Please comment on how your prior education and experiences qualify you for the type of employment you are seeking. Detail any past responsibilities and achievements. Note any special coursework, honors, activities, special projects or any other data that will assist us in considering your application for employment.

Please Read Carefully and Initial Each Paragraph Before Signing

I have disclosed all information that is relevant and should be considered applicable to my candidacy for employment.
_____ Initials

I understand I will be subject to a pre-employment drug test after receiving a conditional offer of employment, and must receive a negative result for illegal drugs before being permitted to commence work with Camp Twin Lakes.
_____ Initials

I hereby certify that the information given by me is true in all respects. I authorize Camp Twin Lakes and its representatives to contact my prior employers and all others for the purpose of verification of the information I have supplied and release same from any liability resulting from the information released. I authorize employers, schools and other persons named on this application to provide any information or transcripts requested.
_____ Initials

I understand employment with Camp Twin Lakes is contingent on my providing sufficient documentation necessary to establish my identity and eligibility to work in the United States.
_____ Initials

I understand and agree that, if employed, my employment, having no specified term, is based upon mutual consent and may be terminated at will, with or without cause, by either party (Camp Twin Lakes or me) without prior notice to the other, unless otherwise prohibited by law.
_____ Initials

I understand that no representation, whether oral or written, by any representative or agent of Camp Twin Lakes, at any time, can constitute an implied or expressed contract of employment. I further understand no representative or agent of Camp Twin Lakes has the authority to enter into an agreement for employment for any specified period of time or to make any change in any policy, procedure, benefit or other terms or condition of employment other than in a document signed by a Director of Camp Twin Lakes or a member of the Executive Committee of the Board of Directors of Camp Twin Lakes.
_____ Initials

I certify, under penalty of perjury, that all of the above information is true and complete, and I understand that any falsification or omission of information as part of the hiring process may result in denial of employment or, if hired, may result in termination regardless of the time lapse before discovery.
_____ Initials

Note: An offer of employment is conditioned upon complying with Camp Twin Lakes' requirements including, but not limited to signing consent to conduct a background investigation.

MY SIGNATURE IS EVIDENCE THAT I HAVE READ AND AGREE WITH THE ABOVE STATEMENTS.

Applicant's
Signature: _____ Date: _____