



## APPLICATION FOR EMPLOYMENT

Website: <http://www.foreverresorts.com>

**Note:** This application form was designed for use by persons applying for various types of positions. Some questions may not be completely applicable to your situation, but we ask that you answer all job-related inquiries to the best of your ability.

The Company is an **Equal Opportunity** Employer. All candidates will be evaluated on the basis of their qualifications for the job in question. We consider applicants for all positions without regard to race, color, sex, religion, age, national origin, disability, veteran status or any other protected status. Please advise us if any accommodations are required to assist you in the application process.

(PLEASE PRINT) Date of Application \_\_\_\_\_

Name \_\_\_\_\_  
Last First Middle

Permanent Address \_\_\_\_\_  
Street City State Zip Code

Current Address \_\_\_\_\_  
Street City State Zip Code

Telephone: Home (\_\_\_\_) \_\_\_\_\_ Cellular/Business (\_\_\_\_) \_\_\_\_\_

E-Mail: \_\_\_\_\_

Please list the **PROPERTY NAME(s)** you are interested in working at: \_\_\_\_\_

### POSITIONS

DESIRED: 1) \_\_\_\_\_ 2) \_\_\_\_\_ 3) \_\_\_\_\_

Full-Time/Part-Time/Seasonal/Other (Circle One) Salary/Compensation Desired \$ \_\_\_\_\_

Please list dates available for employment START date: \_\_\_/\_\_\_/\_\_\_ To END date: \_\_\_/\_\_\_/\_\_\_

### Referral Source:

Internet \_\_\_\_\_  Walk-In Applicant  Employee Referral/Name: \_\_\_\_\_  
 Newspaper Ad  School/College  Other \_\_\_\_\_

Have you ever applied for a position with us?  Yes  No If "Yes," when? \_\_\_\_\_

Have you ever been employed by us?  Yes  No If "Yes," when? \_\_\_\_\_

Do you have any relatives or close friends working here?  Yes  No If "Yes," state name and relationship  
\_\_\_\_\_/\_\_\_\_\_

Are you applying with a spouse or friend?  Yes  No If "Yes," state name and relationship  
\_\_\_\_\_/\_\_\_\_\_

Are you currently employed?  Yes  No

Are you willing to accept any position available?  Yes  No

Briefly explain why you would like to work for Forever Resorts: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**EDUCATIONAL DATA**

| <i>School</i>                       | <i>Print Name and Complete Address for each School Listing</i> | <i>No. of Yrs Completed</i> | <i>Degree</i> | <i>Major Course of Study</i> |
|-------------------------------------|--|-----------------------------|---------------|------------------------------|
| <b>High School</b>                  |  |                             |               |                              |
| <b>College</b>                      |  |                             |               |                              |
| <b>Graduate School</b>              |  |                             |               |                              |
| <b>Trade, Business, Night, etc.</b> |  |                             |               |                              |
| <b>Other</b>                        |  |                             |               |                              |

**ADDITIONAL INQUIRIES CONCERNING EMPLOYMENT**

(In responding to these inquires, continue on a separate sheet if you require additional space.)

1. Have you ever been convicted of a misdemeanor or felony? (In answering this question, exclude only non-moving traffic violations)  Yes  No An affirmative response will not automatically disqualify you from being considered as a candidate for employment. If "YES," please explain.

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

2. If employment is offered, can you provide documentation to verify your identity and right to work in the United States?  Yes  No

3. Certain positions have a minimum age requirement. Are you age 21 or older?  Yes  No

4. If you are younger than age 21, what is your age? \_\_\_\_\_

5. If you are applying for a position involving overtime, evening or weekend work, can you fulfill such scheduling requirements?  Yes  No  Not Applicable

6. If employed, will you be bringing a motor home or trailer?  Yes  No If so, what length? \_\_\_\_\_  
 Note: We have a limited number of RV spaces available.

7. May we contact your present employer?  Yes  No Previous Employers?  Yes  No  
 Please identify any exceptions and reasons for not contacting. \_\_\_\_\_

8. In order to permit a check of your work and education records, should we be made aware of any change of name or assumed names that you previously used?  Yes  No If "Yes," identify name(s) and dates.  
 \_\_\_\_\_  
 \_\_\_\_\_

9. Have you ever been dismissed or forced to resign from any employment?  Yes  No If "Yes," please explain.  
 \_\_\_\_\_  
 \_\_\_\_\_

**MILITARY HISTORY**

Have you ever served in the U.S. Armed Forces?  Yes  No Dates Served \_\_\_\_\_

Describe any special job-related training received \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

## EMPLOYMENT HISTORY

In the following spaces give a **complete record of your employment including periods of unemployment**, if any. Begin with your most recent employment. Indicating "See Resume" is not acceptable. Please complete all boxes for each employer. If additional space is needed, attach a supplemental sheet.

|                             |                   |      |
|-----------------------------|-------------------|------|
| <b>1. Employer:</b>         |                   |      |
| Street Address:             |                   |      |
| City:                       | State:            | Zip: |
| Phone:                      |                   |      |
| Position:                   | Part or Full Time |      |
| Supervisor's Name/Title:    |                   |      |
| Employed From: _____(Mo/Yr) | To: _____(Mo/Yr)  |      |
| Starting Salary:            | Final Salary:     |      |
| Specific Job Duties:        |                   |      |
|                             |                   |      |
| Reason for Leaving:         |                   |      |

|                             |                   |      |
|-----------------------------|-------------------|------|
| <b>2. Employer:</b>         |                   |      |
| Street Address:             |                   |      |
| City:                       | State:            | Zip: |
| Phone:                      |                   |      |
| Position:                   | Part or Full Time |      |
| Supervisor's Name/Title:    |                   |      |
| Employed From: _____(Mo/Yr) | To: _____(Mo/Yr)  |      |
| Starting Salary:            | Final Salary:     |      |
| Specific Job Duties:        |                   |      |
|                             |                   |      |
| Reason for Leaving:         |                   |      |

|                             |                   |      |
|-----------------------------|-------------------|------|
| <b>3. Employer:</b>         |                   |      |
| Street Address:             |                   |      |
| City:                       | State:            | Zip: |
| Phone:                      |                   |      |
| Position:                   | Part or Full Time |      |
| Supervisor's Name/Title:    |                   |      |
| Employed From: _____(Mo/Yr) | To: _____(Mo/Yr)  |      |
| Starting Salary:            | Final Salary:     |      |
| Specific Job Duties:        |                   |      |
|                             |                   |      |
| Reason for Leaving:         |                   |      |

|                             |                   |      |
|-----------------------------|-------------------|------|
| <b>4. Employer:</b>         |                   |      |
| Street Address:             |                   |      |
| City:                       | State:            | Zip: |
| Phone:                      |                   |      |
| Position:                   | Part or Full Time |      |
| Supervisor's Name/Title:    |                   |      |
| Employed From: _____(Mo/Yr) | To: _____(Mo/Yr)  |      |
| Starting Salary:            | Final Salary:     |      |
| Specific Job Duties:        |                   |      |
|                             |                   |      |
| Reason for Leaving:         |                   |      |

|                             |                   |      |
|-----------------------------|-------------------|------|
| <b>5. Employer:</b>         |                   |      |
| Street Address:             |                   |      |
| City:                       | State:            | Zip: |
| Phone:                      |                   |      |
| Position:                   | Part or Full Time |      |
| Supervisor's Name/Title:    |                   |      |
| Employed From: _____(Mo/Yr) | To: _____(Mo/Yr)  |      |
| Starting Salary:            | Final Salary:     |      |
| Specific Job Duties:        |                   |      |
|                             |                   |      |
| Reason for Leaving:         |                   |      |

|                             |                   |      |
|-----------------------------|-------------------|------|
| <b>6. Employer:</b>         |                   |      |
| Street Address:             |                   |      |
| City:                       | State:            | Zip: |
| Phone:                      |                   |      |
| Position:                   | Part or Full Time |      |
| Supervisor's Name/Title:    |                   |      |
| Employed From: _____(Mo/Yr) | To: _____(Mo/Yr)  |      |
| Starting Salary:            | Final Salary:     |      |
| Specific Job Duties:        |                   |      |
|                             |                   |      |
| Reason for Leaving:         |                   |      |

## EXPERIENCE SUMMARY

Please check all items below that you have had experience with, as well as the total number of months you have had for each.

|   |  |  |
|---|--|--|
| <input type="checkbox"/> Retail _____ Months                  | <input type="checkbox"/> Bartending _____ Months       | <input type="checkbox"/> Supervisory/Management _____ Months |
| <input type="checkbox"/> Cash Handling _____ Months           | <input type="checkbox"/> Waitstaff/Server _____ Months | <input type="checkbox"/> River Boat Guiding _____ Months     |
| <input type="checkbox"/> Switchboard _____ Months             | <input type="checkbox"/> Housekeeping _____ Months     | <input type="checkbox"/> Motor Boating _____ Months          |
| <input type="checkbox"/> Front Desk/Reservations _____ Months | <input type="checkbox"/> COOKING _____ Months          | <input type="checkbox"/> MAINTENANCE _____ Months            |
| <input type="checkbox"/> Typing _____ WPM                     | <input type="checkbox"/> Pizza _____ Months            | <input type="checkbox"/> Painting _____ Months               |
| <input type="checkbox"/> Office _____ Months                  | <input type="checkbox"/> Saute _____ Months            | <input type="checkbox"/> Construction _____ Months           |
| <input type="checkbox"/> Accounting _____ Months              | <input type="checkbox"/> Short Order _____ Months      | <input type="checkbox"/> Electrical _____ Months             |
| <input type="checkbox"/> Computers _____ Months               | <input type="checkbox"/> Broiler _____ Months          | <input type="checkbox"/> Carpentry _____ Months              |
| List Programs: _____  | <input type="checkbox"/> Breakfast _____ Months        | <input type="checkbox"/> Plumbing _____ Months               |
| _____   | <input type="checkbox"/> Pantry/Prep _____ Months      | <input type="checkbox"/> Refrigeration _____ Months          |
| _____   | <input type="checkbox"/> Baking _____ Months           |  |

## OTHER SPECIAL SKILLS

Describe any other special job related skills or qualifications that would support your application.

\_\_\_\_\_

Special Interests: \_\_\_\_\_

\_\_\_\_\_

## PROFESSIONAL REFERENCES

|                      |                      |                      |
|----------------------|----------------------|----------------------|
| 1. Name: _____       | Relationship: _____  | # Years Known: _____ |
| Phone: (     ) _____ | Email address: _____ |                      |
| 2. Name: _____       | Relationship: _____  | # Years Known: _____ |
| Phone: (     ) _____ | Email address: _____ |                      |
| 3. Name: _____       | Relationship: _____  | # Years Known: _____ |
| Phone: (     ) _____ | Email address: _____ |                      |

## APPLICANT'S STATEMENT

I hereby affirm that the information provided on this application (and accompanying resume, if any) is true and complete to the best of my knowledge. I also agree that any falsified information or significant omissions may disqualify me from further consideration for employment and may be considered justification for dismissal if discovered at a later date.

I authorize a thorough investigation of my past employment and activities, agree to cooperate in such investigation, and release from all liability or responsibility all persons and corporations requesting or supplying such information, regardless of contact.

After a conditional job offer, but before starting work, I understand that I may be subject to a medical examination, similar to other employees in the same job category. I understand that after employment begins, the Company may make disability-related inquiries and require medical examinations if they are job-related and consistent with business necessity.

The Company has a drug-free workplace policy. I understand that I will be subject to pre-employment drug testing and may be subject to occasional testing while employed. In the case of a positive test result or other violation of the policy, an employee (or applicant) shall be subject to termination of employment or refusal to hire. The policy provides complete information about the drug-free workplace and may be obtained by contacting the Company.

In consideration of my employment, I agree to comply with the policies, rules, regulations, and procedures of the Company and understand that my employment is "at will" and can be terminated with or without cause or notice, at any time, at the option of either the Company or me. I understand and agree that this application does not create any contractual rights in favor of me, including contractual rights to employment or in the terms and conditions of employment. I further understand that no manager or representative of the Company, other than the Executive VP of Resorts, has any authority to enter into any agreement with me for employment for any specified period of time or to make any agreement different from or contrary to any Company policy. I further understand that any such agreement, if made, shall not be enforced unless it is in writing and signed by me and by the Executive VP of Resorts.

I understand that according to federal law all individuals who are hired must, as a condition of employment, produce certain documentation to verify their identity and right to work in the United States. 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.

\_\_\_\_\_  
Signature of Applicant  
*\*You must be of legal age according to state and federal law to work here*

\_\_\_\_\_  
Date

### EMPLOYMENT RECORD (For Office Use Only)

|                       |                       |        |
|-----------------------|-----------------------|--------|
| Date Received:        | Date Responded:       | Notes: |
| Employment Date/Rate: | Position/Title/Dept.: |        |



# Voluntary Self-Identification EEO Form-Applicants

*(Confidential: For Statistical Use Only)*

In an effort to implement our voluntary government recordkeeping and reporting requirements, we ask that you complete this data survey. Your cooperation is appreciated. Providing this information is **STRICTLY VOLUNTARY**. Failure to provide it will not subject you to any negative personnel action. Information provided will be kept confidential in accordance with applicable regulations.

|  |      |
|--|------|
| <b>Name</b> (Last, First, Middle Initial)  | Date |
| <b>Position</b>  |      |
| <b>Property Name/Location</b>  |      |
| <b>Referral Source</b><br><input type="checkbox"/> Internet _____<br><input type="checkbox"/> Employee Referral _____<br><input type="checkbox"/> Website _____<br><input type="checkbox"/> Recruiter _____<br><input type="checkbox"/> Newspaper _____<br><input type="checkbox"/> Organization _____<br><input type="checkbox"/> Job Fair _____<br><input type="checkbox"/> Other _____<br><input type="checkbox"/> Walk In _____  |      |
| <b>Gender</b><br><input type="checkbox"/> Male <input type="checkbox"/> Female   |      |
| <b>Race/Ethnicity (Please check <u>one</u> box only)</b><br><input type="checkbox"/> Hispanic or Latino<br><input type="checkbox"/> White<br><input type="checkbox"/> Black or African-American<br><input type="checkbox"/> Native Hawaiian or Other Pacific Islander<br><input type="checkbox"/> Asian<br><input type="checkbox"/> American Indian or Alaskan Native<br><input type="checkbox"/> TWO or More Races  |      |
| <p><b><u>Hispanic or Latino</u></b> - A person of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin regardless of race.</p> <p><b><u>White (Not Hispanic or Latino)</u></b> - A person having origins in any of the original peoples of Europe, the Middle East, or North Africa.</p> <p><b><u>Black or African American (Not Hispanic or Latino)</u></b> - A person having origins in any of the black racial groups of Africa.</p> <p><b><u>Native Hawaiian or Other Pacific Islander (Not Hispanic or Latino)</u></b> - A person having origins in any of the peoples of Hawaii, Guam, Samoa, or other Pacific Islands.</p> <p><b><u>Asian (Not Hispanic or Latino)</u></b> - A person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian Subcontinent, including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam.</p> <p><b><u>American Indian or Alaska Native (Not Hispanic or Latino)</u></b> - A person having origins in any of the original peoples of North and South America (including Central America), and who maintain tribal affiliation or community attachment.</p> <p><b><u>Two or More Races (Not Hispanic or Latino)</u></b> - All persons who identify with more than one of the races of: White, Black or African American, Native Hawaiian or Other Pacific Islander, Asian, or American Indian or Alaska Native.</p> |      |

|                            |                                |   |
|----------------------------|--------------------------------|---|
| <b>For Office Use Only</b> |                                |   |
| Disposition code: _____    | Position considered for: _____ | <input type="checkbox"/> Ethnicity missing or unknown |

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TO BE COMPLETED BY APPLICANT—TO BE FILED SEPARATELY FROM APPLICATION FORM -- RETURN TO HUMAN RESOURCES