



# Employment Application Form

PLEASE PRINT ALL INFORMATION REQUESTED EXCEPT SIGNATURE	Please mail completed application to:  <b>Carstairs Community Golf Club</b> <b>Box 593</b> <b>Carstairs, Alberta, Canada T0M 0N0</b>  or fax application to: <b>(403) 337-2458</b>	<b>OFFICE USE ONLY:</b>  Date received:   Reviewed by:
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**PLEASE COMPLETE PAGE 1 AND ATTACHED TO RESUME  
IF NO RESUME, COMPLETE PAGES 2 AND 3**

<b>Name</b> _____ <small style="display: flex; justify-content: space-between; width: 100%;"> <span>Last</span> <span>First</span> <span>Middle</span> <span>Maiden</span> </small>																				
<b>Present address</b> _____ <small style="display: flex; justify-content: space-between; width: 100%;"> <span>Number</span> <span>Street</span> <span>City</span> <span>Province</span> <span>Postal Code</span> </small>																				
Telephone ( ) _____	Can a message be left at this number? <input type="checkbox"/> Yes <input type="checkbox"/> No																			
Cell ( ) _____	Can a message be left at this number? <input type="checkbox"/> Yes <input type="checkbox"/> No																			
Are you able to operate a motor vehicle (must be at least 16 yrs old) <input type="checkbox"/> Yes <input type="checkbox"/> No																				
Are you able to serve alcohol (must be at least 18 yrs old) <input type="checkbox"/> Yes <input type="checkbox"/> No																				
Are you currently authorized to work in the Canada? <input type="checkbox"/> Yes <input type="checkbox"/> No																				
If "YES", can you provide proof of your eligibility to work? <input type="checkbox"/> Yes <input type="checkbox"/> No																				
<i>Proof of eligibility to work in Canada is a requirement of any position with Carstairs Golf Club and will be required if hired.</i>																				
<b>Position(s) applied for:</b>			<b>Days/hours available to work</b>																	
<input type="checkbox"/> F&B/Restaurant			<table border="1" style="width: 100%; border-collapse: collapse; text-align: center;"> <tr> <td style="width: 25%;">Mon</td> <td style="width: 25%;"></td> <td style="width: 25%;">Fri</td> <td style="width: 25%;"></td> </tr> <tr> <td>Tues</td> <td></td> <td>Sat</td> <td></td> </tr> <tr> <td>Wed</td> <td></td> <td>Sun</td> <td></td> </tr> <tr> <td>Thurs</td> <td></td> <td>No Pref</td> <td></td> </tr> </table>		Mon		Fri		Tues		Sat		Wed		Sun		Thurs		No Pref	
Mon		Fri																		
Tues		Sat																		
Wed		Sun																		
Thurs		No Pref																		
<input type="checkbox"/> Grounds																				
<input type="checkbox"/> Pro Shop																				
If this position is not available would you consider other openings? <input type="checkbox"/> Yes <input type="checkbox"/> No																				
If so which department? _____ . How many hours can you work weekly? _____ .																				
Employment desired <input type="checkbox"/> FULL-TIME ONLY <input type="checkbox"/> PART-TIME ONLY <input type="checkbox"/> FULL- OR PART-TIME																				
When are you available to start work? _____																				

**EDUCATION**

	<b>Name of School</b>	<b>Location</b> (complete Mailing address)	<b>Number of Years Completed</b>	<b>Major &amp; Degree Attained</b>
<b>High School</b>	_____	_____	_____	_____
<b>College/University</b>	_____	_____	_____	_____
<b>Business or Trade School</b>	_____	_____	_____	_____
<b>Professional School</b>	_____	_____	_____	_____

Please list two references other than relatives.

<b>Name</b> _____	<b>Name</b> _____
<b>Position</b> _____	<b>Position</b> _____
<b>Company</b> _____	<b>Company</b> _____
<b>Address</b> _____	<b>Address</b> _____
_____	_____
<b>Telephone</b> _____	<b>Telephone</b> _____
<b>Email</b> _____	<b>Email</b> _____

May we contact your present employer?

Yes    No

## WORK EXPERIENCE

Please list **ALL** your work experience for the past four years beginning with your most recent job held.

*Attach additional sheets if necessary.*

<b>Name of Employer</b>			
<b>Address</b>			
	<i>City</i>	<i>Province</i>	<i>Postal Code</i>
<b>Telephone</b>			
<b>Employment Dates</b>	<b>From</b>		<b>To</b>
<b>Last Job Title</b>			
<b>Name of Last Supervisor</b>			
<b>Reason for Leaving</b> <i>(please be specific)</i>			
<b>List the jobs you held, duties performed, skills used or learned, advancements or promotions while you worked at this company.</b>			

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