

Date: _____

ARE YOU INTERESTED IN:
Full Time Employment
Part Time Employment

Seasonal Employment
Temporary Employment

POSITION(S) FOR WHICH YOU ARE APPLYING

Title: _____

PERSONAL

Name: _____
(Last) (First) (M.I.)

Present Address: _____
(Street/Apt.) (City) (State) (Zip Code)

Permanent Address: _____
(Street/Apt.) (City) (State) (Zip Code)

Telephone _____ Date of Birth (Day/Month/Year) _____

Email _____ Have you been convicted of a felony? Yes No

EDUCATION (Check all that apply)

Note: if employed by The Gardens of Castle Rock, you must show proof of U.S. Citizenship or Immigration status.

High School/GED	Technical College Certificate	Associate's Degree
Bachelor's Degree	Master's Degree	Professional License

For what are you qualified as a result of your education? What special skills do you possess?

Why do you desire to be a Gardens of Castle Rock employee?

Why should The Gardens of Castle Rock hire you?

EMPLOYMENT HISTORY

List all previous employers for whom you have worked in the last ten years. Include periods of unemployment, if any.

	Last or Present Job	Previous Job	Previous Job
Employer Name			
Address – Street			
City, State/Zip			
Supervisor & Phone #			
Dates of Employment Mo./Yr. to Mo./Yr.			
Salary Start/End			
Job Title			
Job Description			
Reason for Leaving			

Please read this and sign on the line below.

In consideration of my employment and of the wage of salary paid to me, I agree that:

1. All papers and apparatus relating to The Gardens of Castle Rock (the Company) business including those prepared by me shall be the property of the Company and, except as required by my work, I shall not reveal them to others nor will I reveal any information concerning the Company's business, including its practices, processes, and methods.
2. In making this application for employment, I understand that the Company may request an inquiry into my background which will supply it information concerning my character, general reputation, personal characteristics, and mode of living. I understand that nothing contained in this employment application and nothing in any of the Company's policies, procedures, or handbooks that I might receive is intended to create an employment contract between the Company and me, either for employment or for the provision of any benefits. No promises regarding employment have been made to me and if an employment relationship is established, I understand I have the right to terminate my employment at any time for any reason or no reason, and that the Company retains a similar right regarding the discontinuation of my employment.
3. I understand that this agreement is binding and that the submission of any false information in connection with my application for employment, whether on this document or not, shall be cause for my immediate discharge.

Agreed by: _____

(Signature)

Date: _____

FOR OFFICE USE ONLY

Position applied for: _____

Recommend Hire

NOT recommended For Hire

Reasons for Above Action:

Full-Time

Part-Time

Department: _____

Shift: _____

Starting Wage: _____

Grade: _____

Supervisor/Team Leader: _____

Employee Number: _____

Starting Date: _____