



EMPLOYMENT APPLICATION THE LAKE HOUSE AT CHELAN

402 W. Manson Highway • PO Box 1490 • Chelan, Washington 98816 • (509) 293-5982

Qualified applicants receive consideration for employment without discrimination because of sex, marital status, race, color, creed, national origin, age or the presence of a sensory, physical or mental disability.

POSITION APPLIED FOR: _____

Last Name: _____ First Name: _____ Middle Initial: _____

Social Security # _____ - _____ - _____ Date of Birth: _____

Present Address: _____

Mailing Address: (if different from above): _____

Previous Address: _____

Home Telephone Number: _____ Business: _____

Mobile Telephone Number: _____ Email: _____

Specify days and hours you are available to work: _____

Date Available to Start Work: _____ Desired Salary: _____

How were you referred to The Lake House at Chelan? _____

Are you prevented from lawfully working in the United States by visa or immigration status? Yes No

(Documentation of authorization to work in the U.S. will be required if an offer of employment is made and accepted.)

Do you possess a valid Washington State Driver's license? Yes No

Can you perform the essential functions of the position for which you are applying with or without reasonable accommodation? Yes No

Have you been convicted of a criminal offense or been released from prison within the past 10 years? Yes No

If Yes, please explain the nature of the offense, date, court and description: _____

Note: The Lake House at Chelan will investigate only criminal convictions that relate to fitness to perform the job for which you are applying and such convictions will not necessarily bar you from employment with The Lake House at Chelan.

Special Skills: _____

Certifications/Licenses: _____



EMPLOYMENT HISTORY: Start with your current or most recent employer.
If you are attaching a résumé, supply below only information not included on your résumé.

1. Employer: _____
Address: _____
Telephone Number: _____ Dates of Employment: _____
Job Title: _____ Supervisor: _____
Salary: _____ Duties Performed: _____

Reason for Leaving: _____

2. Employer: _____
Address: _____
Telephone Number: _____ Dates of Employment: _____
Job Title: _____ Supervisor: _____
Salary: _____ Duties Performed: _____

Reason for Leaving: _____

3. Employer: _____
Address: _____
Telephone Number: _____ Dates of Employment: _____
Job Title: _____ Supervisor: _____
Salary: _____ Duties Performed: _____

Reason for Leaving: _____

If you need additional space for employment history or education, please mark this box and continue on page 4 of this application.

EDUCATION

High School: _____ Did you earn a diploma or GED? Yes No
Name of School: _____ Location: _____
Did You Graduate? _____ Majors/Minors Degrees Received: _____

U.S. MILITARY RECORD

Have you served in the U. S. Armed Forces? Yes No
If Yes, please give the dates of service: From _____ To _____ Branch: _____



PLEASE READ CAREFULLY BEFORE SIGNING THIS APPLICATION

I authorize *The Lake House at Chelan* to investigate all statements in this application and to secure any necessary information from all my employers, references and academic institutions. I hereby release all of those employers, references, academic institutions and *The Lake House at Chelan* from any and all liability arising from their giving or receiving information about my employment history, my academic credentials or qualifications and my suitability for employment with *The Lake House at Chelan*.

I understand that any offer of employment is contingent upon receipt of a satisfactory report concerning my academic credentials and employment references. I further understand that any false or misleading statements will be sufficient cause for rejection of my application if *The Lake House at Chelan* has not employed me and for immediate dismissal if *The Lake House at Chelan* has employed me. I also authorize *The Lake House at Chelan* to supply information about my employment record, in whole or in part, in confidence to any prospective employer, government agency or other party having a legal and proper interest, and I hereby release *The Lake House at Chelan* from any and all liability for its providing this information.

I understand that nothing in this employment application, in *The Lake House at Chelan* policy statements or personnel guidelines or in my communications with any *The Lake House at Chelan* official is intended to create an employment contract between *The Lake House at Chelan* and me. I also understand that *The Lake House at Chelan* has the right to modify its policies without giving me any advance notice of the changes. No promises regarding employment have been made to me, and I understand that no such promise or guarantee is binding upon *The Lake House at Chelan* unless it is made in writing and signed by the General Manager. I understand that if an employment relationship is established, I have the right to terminate my employment relationship at any time for any reason. I also understand that *The Lake House at Chelan* retains the right to terminate my employment at any time for any reason.

I understand that an incomplete application may delay action or disqualify me from further consideration.

I hereby acknowledge that I have read and understand the preceding statement.

Signature of Applicant:

Date:

Printed Name: _____