



501 Peninsula Drive., Lake Almanor, Ca 96137
 Phone 530-596-3282 Fax 530-596-3877
 Email: hrpr@lacchoa.com

EMPLOYMENT APPLICATION

Directions:

1. Fill out the Application Form
2. Print and sign a copy
3. Mail or Email signed copy to the LACC Office
4. Save a copy for your records

PERSONAL INFORMATION

Name: _____
Last First Middle

Mailing Address: _____
Street City State Zip

Email Address: _____ Cell No.: _____

Alternate Phone No.: _____ Are you 18 years of age or older? _____

EMPLOYMENT DESIRED

Position: _____ Date Available: _____ Desired Wage: _____

() Full Time () Part Time

Specify Days Available: Sunday Monday Tuesday Wednesday Thursday Friday Saturday

Specify Times Available: _____

Have you ever worked for this Company before? Yes No

If yes, please provide timeframe, location and name of supervisor: _____

EDUCATION

Did you graduate from high school? _____ If "yes" provide the school name and location: _____

Complete the following for all education after high school (use additional paper if necessary):

Name and Location of School	Subjects Studied	Did You Graduate?

List Relevant Experience or Special Skills

EMPLOYMENT HISTORY: Describe last 10 years of previous employment. Begin with your most recent employer. Do not omit any employer and describe the reason for any gaps in employment. Use additional paper if necessary to provide a complete response.

Company Name/Address/Phone	
Start Date	Start Position
End Date	End Position
Supervisor's Name/Title	
Responsibilities	
Reason for Leaving	

Company Name/Address/Phone	
Start Date	Start Position
End Date	End Position
Supervisor's Name/Title	
Responsibilities	
Reason for Leaving	

Company Name/Address/Phone	
Start Date	Start Position
End Date	End Position
Supervisor's Name/Title	
Responsibilities	
Reason for Leaving	

Company Name/Address/Phone	
Start Date	Start Position
End Date	End Position
Supervisor's Name/Title	
Responsibilities	
Reason for Leaving	

REFERENCES

Identify three persons, not related to you, whom you have known for at least two years.

Name /Address / Phone	Business/Occupation	How Are You Acquainted?

ADDITIONAL INFORMATION & NOTICES

You may be required to answer questions about criminal convictions if a job offer is extended. The Company will make an individualized evaluation of whether your conviction history has a direct and adverse relationship with the specific job duties. Factors considered will include the nature and gravity of the offense, date of the conviction, the completion of a sentence, and the nature of the job applied for.

You may be required to undergo a drug/alcohol examination. The examination includes laboratory testing or a urine sample from a prospective employee to determine the presence of certain drugs and/or alcohol in the body.

You should not rely upon a contingent offer of employment from Lake Almanor Country Club or otherwise engage in any activity based upon a contingent offer of employment. Unless or until a final offer of employment is made, you should not take any action which could result in financial loss if a contingent offer is withdrawn, such as giving notice of intent to terminate current employment, selling real estate, or incurring any other costs associated with accepting employment with Lake Almanor Country Club. No such activity should be undertaken until after medical clearance has been received and you have received a final offer of employment from Lake Almanor Country Club. Under no circumstances should you report to work before medical clearance is received.

New employees are required to produce verification of their legal right to work in the United States.

If you are offered employment, can you produce documentation of your identity and right to work in the United States, and attest under penalty of perjury that the documents you produce are genuine and relate to you?

Yes or No

AGREEMENTS

I authorize the investigation of all information provided in this application, information provided in the application process and in any supporting documents. I understand that falsification, misrepresentation or omission of facts will result in immediate dismissal or removal of my application from consideration. I authorize Lake Almanor Country Club to secure information about my background and experience from other employers, educational institutions, references and government agencies, and for those parties to provide information concerning my background and experience. I release all parties from any liability arising there from.

If Lake Almanor Country Club employs me, I agree to conform to the rules and regulations of Lake Almanor Country Club. I also understand and agree that, except for arbitration and employment at-will status, my wages, hours, working conditions, job assignments and compensation are subject to change by Lake Almanor Country Club. I understand my employment can be terminated, with or without cause and with or without notice, at any time at the option of Lake Almanor Country Club or myself. I understand that, other than the General Manager of Lake Almanor Country Club, no manager, supervisor or representative of Lake Almanor Country Club has authority to enter into any agreement for employment for any special period of time, or to make any agreement contrary to at-will employment. Only the General Manager of Lake Almanor Country Club has the authority to change my at-will status, and then only in a writing expressly changing my at-will status and expressly referencing and waiving these policies.

ARBITRATION

To resolve disputes arising from the application process or from the employment relationship (if I am offered employment) in an efficient and cost-effective manner, I and Lake Almanor Country Club agree that any and all such claims that could be filed in a court of law, including but not limited to, claims of unlawful harassment or discrimination, wrongful failure to hire, wrongful demotion, defamation, wrongful discharge, breach of contract or invasion of privacy, shall be submitted to final and binding arbitration, and not to any other forum.

The arbitrator shall conduct the arbitration in accordance with the procedures set forth in the most recent versions of the National Rules for the Resolution of Employment Disputes of the American Arbitration Association. However, no procedures of the American Arbitration Association shall invalidate the enforceability of this Agreement. The arbitration need not be

administered by the American Arbitration Association. Lake Almanor Country Club shall pay the costs that are unique to the arbitration forum, such as the arbitrator's fee.

The arbitrator shall determine the prevailing party in the arbitration. Costs and attorneys' fees shall be awarded to the prevailing party in accordance with the same legal standards that would apply had the action been filed in court. The arbitrator shall have the authority to order any legal and/or equitable remedy that would be available in a civil or administrative action on the claim. The arbitrator shall prepare a brief written decision that includes the essential findings and conclusions upon which the award is based.

This arbitration shall be the exclusive means of resolving any claim arising out of my application for employment and employment (if any), and no action will be filed in any court or other forum. However, nothing in this agreement will affect National Labor Relations Board, Workers' Compensation Appeals Board, Unemployment Insurance Appeals Board, Department of Fair Employment and Housing or Equal Employment Opportunity Commission proceedings, petitions for judicial review of a decision issued after an administrative hearing or the ability of either party to seek injunctive relief in an appropriate court of law.

If any court of competent jurisdiction declares that any part of this arbitration agreement is illegal, invalid or unenforceable, such a declaration will not affect the legality, validity or enforceability of the remaining parts of the agreement and the illegal, invalid or unenforceable part will no longer be part of this agreement.

**This Arbitration Agreement is a Waiver of All Rights to a Civil Jury Trial for Any Claim
Arising from the Application for Employment and Employment (if any).**

ACKNOWLEDGEMENT

My signature below certifies that I have read and understand this application, and to the best of my knowledge, the information I provided is true and correct. My signature below also certifies that I agree to be bound by the terms and conditions of employment stated in this application, including at-will employment and arbitration of disputes. This application contains all the understandings and agreements between me and Lake Almanor Country Club concerning the nature of my employment, if any, by Lake Almanor Country Club, and supersedes all prior and/or contemporaneous practices, oral or written agreements, understandings, representations and promises, express or implied, between me and Lake Almanor Country Club

Applicant Signature

Date

Lake Almanor Country Club is an Equal Opportunity Employer

It is Lake Almanor Country Club's policy to make all employment decisions without regard to an individual's race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, genetic information, marital status, sex, gender, gender identity, gender expression, age, sexual orientation, military and veteran status, registered domestic partner status or any other basis made unlawful by applicable law. Lake Almanor Country Club is an equal opportunity employer and selects employees on the basis of qualifications. Please contact the General Manager of Lake Almanor Country Club if you have any questions or complaints regarding this policy.