



## APPLICATION FOR EMPLOYMENT

River Valley Club is an Equal Opportunity Employer

Please print and answer all questions completely and accurately.

NAME: _____			DATE: _____				
Last		First		Middle			
ADDRESS: _____							
Street		City		State Zip			
Home (    )			Cell (    )				
Email address:			Position(s) Applying For:				
Are you available to work:    ___ Full-Time    ___ Part-Time							
Check shifts for which you are available: Day ___ Eves ___ Weekends ___ All ___							
When will you be able to begin work? _____ Wage/Salary Desired: \$ _____/hr.							
Please list your certifications, skills or other specialized training (languages, machine operation, etc.) _____							
Are you a current employee?			<input type="checkbox"/> Yes <input type="checkbox"/> No		Hire Date: _____		
Are you a former employee?			<input type="checkbox"/> Yes <input type="checkbox"/> No		Date left: _____		
Have you applied for employment with this Company before?			<input type="checkbox"/> Yes <input type="checkbox"/> No				
Are you a grand/parent of a child enrolled in FitKids?			<input type="checkbox"/> Yes <input type="checkbox"/> No				
Are you over age 18? <input type="checkbox"/> Yes <input type="checkbox"/> No			Were you referred here? How?				
Are you over age 16? <input type="checkbox"/> Yes <input type="checkbox"/> No							
<b>EDUCATION</b>		<i>Address</i>		<i>Degree or Diploma</i>		<i>Did you graduate?</i>	
Institution Name							
High School:						Yes No	
College:						Yes No	
Graduate:						Yes No	

**EMPLOYMENT HISTORY:**

List all positions held starting with the most recent. Use additional pages if needed.

<i>Employer Name &amp; Address</i>	<i>Dates of Employment</i>	<i>Other Information</i>
Name: _____ _____ Address: _____ _____ _____ Phone: _____	From: _____ to _____ Salary: \$ _____ Title: _____ May we contact this employer? <input type="checkbox"/> Yes <input type="checkbox"/> No	Duties: _____ _____ Reason left: _____ Supervisor: _____
Name: _____ _____ Address: _____ _____ _____ Phone: _____	From: _____ to _____ Salary: \$ _____ Title: _____ May we contact this employer? <input type="checkbox"/> Yes <input type="checkbox"/> No	Duties: _____ _____ Reason left: _____ Supervisor: _____
Name: _____ _____ Address: _____ _____ _____ Phone: _____	From: _____ to _____ Salary: \$ _____ Title: _____ May we contact this employer? <input type="checkbox"/> Yes <input type="checkbox"/> No	Duties: _____ _____ Reason left: _____ Supervisor: _____

Only US Citizens or aliens who have a legal right to work in the US are eligible for employment. Can you, upon employment, submit documentation of your identity and your legal right to work in the US?    YES    NO

Have you ever been convicted of a crime, had adjudication withheld, or pled no contest to a crime?  
 YES       NO

If YES, please state the type of crime and the circumstances with regard to each, including date of the conviction or plea and the penalty, if any, imposed by the court.

\_\_\_\_\_

\_\_\_\_\_

NOTE: Answering YES to any of these questions may not necessarily disqualify you from the position you desire. Each action and explanation will be weighted/considered in relationship to the position for which you are applying. EEOC 12/99

What is your Membership status at RVC? \_\_\_\_\_ Current \_\_\_\_\_ Past \_\_\_\_\_ Never joined

List the names of any friends or relatives who work for River Valley Club:

Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

<b>PERSONAL REFERENCES:</b>	<i>Telephone No.</i>	<i>Relationship to You</i>	<i>Occupation</i>
1.			
2.			
3.			

**River Valley Club – Application for Employment**

I attest to the truthfulness of any and all information and answers provided above. Any false or misleading statements will be grounds for denial of employment or discharge. I understand the company will be checking into my references and employment background. I authorize the Company to do so and release from liability anyone giving or obtaining such background information. This application does not constitute a contract of employment or an indication that any jobs are available. Any employment with the Company is at-will, meaning the employer or employee can end the employment relationship at any time for any or no reason and with or without notice. My signature below verifies that I have read and understand the foregoing statements.

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

Printed Name of Applicant: \_\_\_\_\_



## Applicant Affirmative Action Program Self-Identification Form

### **Required Information:**

Name: \_\_\_\_\_ Date of Application: \_\_\_\_\_

Position(s) for which you are applying: \_\_\_\_\_

### **Voluntary Information:**

River Valley Club must comply with the regulations for equal employment opportunity and affirmative action (EEO/AA). We must track our applicants by gender and race/ethnicity and the position(s) they applied for and report to the government. For this reason, we invite you to indicate your gender and race/ethnicity below. This information is kept separate from your application.

Submission of this information is voluntary and refusal to provide it will not subject you to any adverse treatment. Responses will remain confidential within the Human Resources Department and will be used only for the necessary information to include in our Affirmative Action Program and reporting requirement to the government. When reported, data will not identify any specific individuals.

**Gender:**       Male                       Female

### **Race/Ethnic Identification (check one):**

Definition of race/ethnicity are on the next page (as defined by the Equal Employment Opportunity Commission).

Are you Hispanic or Latino?       Yes                       No

If you answered "Yes" you have completed this form. If you answered "No" please select a race from the options below.

- |  |   |
|--|---|
| <input type="checkbox"/> White                                     | <input type="checkbox"/> American Indian or Alaska Native |
| <input type="checkbox"/> Black or African American                 | <input type="checkbox"/> Two or More Races                |
| <input type="checkbox"/> Asian                                     | <input type="checkbox"/> I do not wish to disclose        |
| <input type="checkbox"/> Native Hawaiian or other Pacific Islander |   |

## Definitions of race/ethnic categories

**Hispanic or Latino** – a person of Cuban, Mexican, Puerto Rican, South or Central America, or other Spanish culture or origin regardless of race.

**White (Not Hispanic or Latino)** – A person having origins in any of the original people of Europe, the Middle East, or North Africa.

**Black or African American (Not Hispanic or Latino)** – A person having origins in any of the black racial groups of Africa.

**Native Hawaiian or Other Pacific Islander (Not Hispanic or Latino)** – A person having origins in any of the peoples of Hawaii, Guam, Samoa, or other Pacific Islands.

**Asian (Not Hispanic or Latino)** – 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.

**American Indian or Alaska Native (Not Hispanic or Latino)** – 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.

**Two or More Races (Not Hispanic or Latino)** All persons who identify with more than one of the above five races.