



Destination Forest Dunes LLC

6376 Forest Dunes Drive, Roscommon, MI 48653

Application for Employment

Each question **must be** fully and accurately answered. No action can be taken on this application until all questions have been answered. Use blank paper if you do not have enough room on the application. **Please do not say see Resume.**

PLEASE TYPE or PRINT, except for signature on the last page.

Position(s) Applying For: _____ Date: _____

Full Name: _____

Street Address: _____ City: _____ State: _____ Zip: _____

Email Address: _____ Telephone #: _____

Telephone #: _____

Are you 18 years or older? Yes No (If you are hired, you may be required to submit proof of age)

If hired, can you furnish proof that you are eligible to work in the U.S.? Yes No

How were you referred to us? _____

Have you ever been previously employed by our company? Yes No

Have you applied here before? Yes No If yes, when? _____

Do you have a relative employed here? Yes No

Are you now or do you expect to be engaged in any other business or employment? Yes No

If "Yes", explain: _____

Have you ever been convicted of a felony? Yes No

If yes, please explain: (a conviction will not automatically bar employment): _____

NOTE: You are not required to disclose, verbally or in writing, any record of a conviction that has been expunged or sealed.

Employment History:

List names of employers in consecutive order with present or last employer listed first. Account for all periods of time including military service and any periods of unemployment. If self-employed, give firm name and supply business references. Please give month and year. **Do not use "See Resume"**. Use additional pages if necessary.

Current or Most Recent Employer: _____

Position(s) Held: _____

Address: _____ City: _____ State: _____ ZIP _____

Telephone #: _____

Immediate Supervisor: _____

May we contact your current employer? Yes No

Dates Employed: From: _____ To: _____ Salary: _____

Job Summary: _____

Reason for Leaving: _____

Employer: _____

Position(s) Held: _____

Address: _____ City: _____ State: _____ ZIP _____

Telephone #: _____

Immediate Supervisor: _____

Dates Employed: From: _____ To: _____ Salary: _____

Job Summary: _____

Reason for Leaving: _____

Employer: _____

Position(s) Held: _____

Address: _____ City: _____ State: _____ ZIP _____

Telephone #: _____

Immediate Supervisor: _____

Dates Employed: From: _____ To: _____ Salary: _____

Job Summary: _____

Reason for Leaving: _____

Educational History:

List school name and location, course of study, and any degrees earned. (**Do not use** "See Resume").

High School: _____

College/Graduate School: _____

Technical Training: _____

What machines or equipment can you operate that are related to the job for which you are applying? _____

Other Skills and Qualifications:

Summarize any job-related training, skills, licenses, certificates, and/or other qualifications:

List professional, trade, business, or civic activities and offices held. (Exclude labor organizations and memberships that reveal race, color, religion, national origin, sex, age, disability, or other protected status.)

References:

List three (3) professional references with their telephone numbers, years known, and your relationship to them, e.g., supervisor, coworker, etc. Do not include relatives or friends.

1. Name: _____ Relationship: _____

Telephone #: _____ Years Known: _____

2. Name: _____ Relationship: _____

Telephone #: _____ Years Known: _____

3. Name: _____ Relationship: _____

Telephone #: _____ Years Known: _____

I hereby authorize Destination Forest Dunes LLC to contact and obtain information from any and all previous employers, references, and other institutions as necessary to verify the accuracy of the information I provided herein, including relevant facts and opinions about my work and work habits. I also hereby release from liability Forest Dunes and its representatives for seeking, gathering, and using such information to make employment decisions and all other persons or organizations for providing such information. I expressly authorize any educational institutions that I have attended to provide transcripts and degree status, and I release from liability or responsibility all persons or entities requesting or supplying such information. I further agree that this application and any other paperwork completed by Destination Forest Dunes LLC becomes the property of Destination Forest Dunes LLC.

I understand that any offer of employment is contingent upon successful completion of reference and background screening and drug testing results, and employment may be denied for failure to successfully complete this process.

I understand that any false information, misrepresentation, or material omission made by me on this application will be sufficient cause for cancellation of this application or immediate termination of employment if I am employed, whenever it may be discovered.

If I am employed, I acknowledge that there is no specified length of employment and that this application does not constitute an agreement or contract for employment. Accordingly, either the employer or I can terminate the relationship at will, with or without cause, at any time, so long as there is no violation of applicable federal or state law.

I understand that it is the policy of this company not to refuse to hire or otherwise discriminate against a qualified individual with a disability because of that person's need for reasonable accommodation as required by the ADA.

I also understand that if I am employed, I will be required to provide satisfactory proof of identity and legal work authorization within three days of being hired. Failure to submit such proof within the required time shall result in immediate termination of employment.

I represent and warrant that I have read and fully understand the foregoing, and that I seek employment under these conditions.

Applicant Signature: _____ Date: _____

Destination Forest Dunes LLC is an equal opportunity employer and does not unlawfully discriminate in employment. No question on this application is used for the purpose of limiting or excluding any applicant from consideration for employment on a basis prohibited by local, state, or federal law. Equal access to employment, services, and programs is available to all persons. Those applicants requiring reasonable accommodation to the application and/or interview process should notify a representative of the company.