

Date: _____

4 Lakes Properties
(An Equal Opportunity Employer)

APPLICATION FOR EMPLOYMENT

This application will be considered current for 60 days. After 60 days you must reapply if you wish to be considered for any future openings.

Last Name _____ First Name _____ MI _____

Current Address _____

City _____ State _____ Zip _____ Phone _____

Email _____ Referred By _____

Employment History

Date Month/Year	Name/Address of Employer	Salary	Position(s)	Reason for Leaving
From: To:				
From: To:				
From: To:				
From: To:				

Desired Employment

Position(s) Desired: _____

Date Available: _____ Are you under 18? _____ If so, how old are you? _____

Desired hours (Full Time/Part Time)? _____ Are you legally able to work in the U.S.? _____

Have you ever plead guilty to or been convicted of a felony, misdemeanor or other offense? _____

If so, please explain, including the date and nature of the conviction and the circumstances surrounding the conviction:

Are you currently subject to any pending criminal charges? _____

If so, please explain: _____

Neither pending criminal charges nor a prior conviction are an automatic bar to being considered for employment. Pending charges and/or prior convictions will only be considered to the extent they substantially relate to the position for which you are applying.

Education and Training

(This information will be used only where relevant and to assist in determining what positions might be appropriate for consideration.)

Education	Name and Location of School	Number of Years Attended	Did You Graduate?	Subjects Studied
High School				
College				
Trade or Business School				

Describe any other training you consider relevant to the position for which you are applying: _____

Languages spoken: _____

Please list any special training or certificates. _____

Are you currently or have you been a member of the U.S. Military or Reserves? _____

If so, what rank? _____

References

Please include at least 2 professional or work references.

Name _____

Relation _____

Phone number _____

Name _____

Relation _____

Phone number _____

Name _____

Relation _____

Phone number _____

Authorization, Release and Certification

I certify that all information on this application is true, complete and correct to the best of my knowledge. I understand that any false or misleading statements by me, or material omissions of information requested of me, may result in rejection of my application or, if employed, my immediate dismissal.

I hereby give permission to the employer to seek to verify and supplement the information set forth in the application. I release from all liability or legal claims every person seeking or providing information, whether oral or written. A photocopy of this release shall be as valid as the original, and may be relied upon by all persons providing information.

I understand that employment with this employer is not contractual and is at-will. I understand and agree that, if hired, I may voluntarily leave employment at any time, and may be terminated at any time without prior notice for any reason, or for no reason. I understand that any oral or written statements which I may claim to have been made to me now or in the future inconsistent with the provisions of this paragraph, are expressly disavowed and revoked by the company, and should not be relied upon by me as an applicant for employment or as an employee, if hired.

I understand this application will be considered inactive after sixty (60) days.

I certify that I have read (or have had read to me) and understand this authorization, release and certification.

Date Signed _____ Applicant's Signature _____

Do not write below. For office use only.

Date _____

Interviewed By _____

Notes: