



CHEVY CHASE CLUB, INC.

Application for Employment

Prospective employees will receive consideration without discrimination because of race, creed, color, sex, age, national origin, disability, veteran, sexual orientation, marital, political affiliation, personal appearance or other protected status.

To submit an application, complete this form and email it to hr@chevychaseclub.org.

PERSONAL

Last Name				First Name		Middle Name		Application Date	
Street Address				City		State		Zip Code	
Home Phone			Work Phone			Cell Phone			
Email Address									
Have you ever applied for employment with Chevy Chase Club? <input type="checkbox"/> Yes <input type="checkbox"/> No						If Yes Month & Year _____ Position _____			
How did you hear about the position for which you are applying? Please provide the name of your source.									
Position Desired (Required)							Pay Expected		
Do you wish to work: <input type="checkbox"/> Full-Time <input type="checkbox"/> Part-Time <input type="checkbox"/> Seasonal					Will you work overtime if asked? <input type="checkbox"/> Yes <input type="checkbox"/> No				
On what date would you be available for work?					List any languages that you speak fluently.				
If hired, will you be able to furnish proof that you are eligible to work in the U.S.? <input type="checkbox"/> Yes <input type="checkbox"/> No					Will you now or in the future require sponsorship for employment visa status (e.g. H-1B Visa Status)? <input type="checkbox"/> Yes <input type="checkbox"/> No				
Will you be able to perform the basic functions of the job for which you are applying? <input type="checkbox"/> Yes <input type="checkbox"/> No					If No , please explain.				
Are you over the age of eighteen (18)? <input type="checkbox"/> Yes <input type="checkbox"/> No									

EMPLOYMENT

Please give us an accurate, complete full-time and part-time employment record.
Start with the present or most recent employer. Complete this section even if you submit a resume with your application.
Number of years of experience in a similar position _____

JOB 1

Company Name		Phone	
Address		Employed (Month & Year) From _____ To _____	
Job Title & Duties			
Reason for Leaving			

EMPLOYMENT (CONT.)

JOB 2

Company Name	Phone
Address	Employed (Month & Year) From _____ To _____
Job Title & Duties	
Reason for Leaving	

JOB 3

Company Name	Phone
Address	Employed (Month & Year) From _____ To _____
Job Title & Duties	
Reason for Leaving	

REFERENCES (Please list at least two.)

Name	Title	Company	Phone	Relationship to you

EDUCATION & TRAINING

High School	Location	Graduated	<input type="checkbox"/> Yes <input type="checkbox"/> No
College or University	Location	Major	Degree & Year
Trade School	Location	Subjects	Years Completed

List any other additional education, training, and certifications that are job-related.

SECURITY

Please read the following carefully.

Since your 18th birthday, Have you ever been convicted of a crime or have you pled guilty or no contest within the past ten years (excluding minor traffic violations) that has not been expunged? <input type="checkbox"/> Yes <input type="checkbox"/> No If Yes, explain the nature of the conviction or plea. Date _____ Location _____ Charge _____ Action Taken _____	Are you currently serving probation or under a suspended sentence? <input type="checkbox"/> Yes <input type="checkbox"/> No Date _____ Location _____ Charge _____ Action Taken _____
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Conviction of a crime will not necessarily disqualify you from employment.
Hiring decisions will be based upon all circumstances, including the nature of the crime and the job for which you have applied.

DISCLAIMER

READ CAREFULLY

"I understand that this employment application is not a contract of employment and that any individual who is hired may leave voluntarily and may be terminated by the Chevy Chase Club, Inc. at any time and for any reason. I understand that any oral or written statements to the contrary are hereby expressly disavowed and should not be relied upon by any prospective or existing employee."

In the event of employment, I understand that false or misleading information given in my application or interview(s) may result in discharge. I authorize the Chevy Chase Club, Inc. to investigate my personal and employment history and authorize any former employer to give the Chevy Chase Club, Inc. any relevant information they may have concerning me. I understand that the Chevy Chase Club, Inc. reserves the right to conduct criminal and civil background checks. All job offers are contingent upon acceptable results of these background checks. I understand that I am required to abide by all rules and regulations of the Chevy Chase Club, Inc. I further understand that if I am employed, such employment is for no definite period of time and that the Chevy Chase club, Inc. can change wages, benefits and conditions at any time. I agree to submit to search of my person or of any locker that may be assigned to me, and hereby waive all claims for damages on account of such examination.

I authorize any physician or hospital to release any information, which may be necessary to determine my ability to perform the duties of a job I am being considered for prior to employment or in the future during my employment with the Chevy Chase Club, Inc. I consent to take a medical examination by a qualified physician at the discretion of my employer.

Business needs may at times make the following conditions mandatory: overtime, shift work, a rotating work schedule, or a work schedule other than Monday through Friday. I understand and accept these as conditions of my employment.

Applicant's Signature

Date

TO BE READ

"Under Maryland law an employer may not require or demand any application for employment or prospective employment or any employee to submit or take a polygraph, lie detector, or similar test or examination as a condition of employment or continued employment. Any employer who violates this provision is guilty of a misdemeanor and subject to a fine."

Applicant's Signature

Date