



Ruttger's Sugar Lake Lodge

P.O. Box 847
Grand Rapids, MN 55744

EMPLOYMENT APPLICATION

Date: _____

Name: _____
Last First Middle

Social Security # _____

Current Address: _____
Number and Street
_____ City, State, Zip

Telephone (____) _____

Permanent Address: _____
(If different from above) Number and Street
_____ City, State, Zip

Telephone (____) _____

Email: _____

Are you 21 years of age or older? YES _____ NO _____ If no, give birthdate ____/____/____
Have you ever worked here before? YES _____ NO _____ If yes, when? _____
Do you have friends or relatives working here? YES _____ NO _____ If yes, who? _____

Have you ever been convicted of a felony or misdemeanor within the last 7 years? YES _____ NO _____
If yes, describe the circumstances _____

NOTE: Answering "yes" to this question will not necessarily disqualify you from employment.

SEASONAL APPLICANTS

An important criterion for selecting seasonal employees is the time they are available. Generally, those who are available to start earlier and stays the latest have first priority. Summer employees must be available at least from the beginning of Memorial Day weekend through Labor Day, or an equivalent period.

First date available to work: ____/____/____ Date work must end: ____/____/____

- Will you have a reliable means of transportation to work? YES _____ NO _____
- Are you willing to submit to a pre-employment physical examination, which may include drug and alcohol testing? YES _____ NO _____

*Any such examination or testing, shall comply with applicable federal and/or state laws.

| Education | Institution | Circle Last Year Completed: | Did you Graduate? | Subjects Studied and Degree (s) Received |
|-------------|-------------|-----------------------------|-------------------|------------------------------------------|
| High School | _____ | 1 2 3 4 | Y N | _____ |
| College | _____ | 1 2 3 4 | Y N | _____ |

Previous Work History

Please list the names of your previous employers in chronological order with present or last employer Listed first. Be sure to include all periods of time including military service and any period of unemployment. If self-employed, give firm name and supply business references.

Employer Name and Address

Telephone:_____

Employed From (mo/yr)_____ To (mo/yr)_____
Pay: Starting \$_____ Final \$_____
Your Title or Position: _____
Name of Last Supervisor: _____
Reason For Leaving: _____

Employer Name and Address

Telephone:_____

Employed From (mo/yr)_____ To (mo/yr)_____
Pay: Starting \$_____ Final \$_____
Your Title or Position: _____
Name of Last Supervisor: _____
Reason For Leaving: _____

Employer Name and Address

Telephone:_____

Employed From (mo/yr)_____ To (mo/yr)_____
Pay: Starting \$_____ Final \$_____
Your Title or Position: _____
Name of Last Supervisor: _____
Reason For Leaving: _____

Character References

Please list persons who know you well, but whom are not previous employers or relatives.

| Name | Occupation | Telephone # | Years Acquainted |
|-------|------------|-------------|------------------|
| _____ | _____ | _____ | _____ |
| _____ | _____ | _____ | _____ |
| _____ | _____ | _____ | _____ |

List position (or positions) you are applying for at this time. Indicate the job-related skills you have that would qualify you for this job at Sugar Lake Lodge.

| Position | Your Qualifications* |
|----------|----------------------|
| _____ | _____ |
| _____ | _____ |

*If more space is required, attach additional information to this form.

APPLICANT'S STATEMENT

I certify that my answers to the questions contained in this application and other pre-employment documents are both complete and correct to the best of my knowledge and beliefs. I understand that any omission or falsification of any answers is grounds for termination or denial of employment. I authorize all past employers and the references listed on my application form to give Sugar Lake Lodge any and all information concerning my previous employment, qualifications, and any pertinent information they may have. I release all parties from all liability for any damage which may result from the furnishing of any information. In consideration of my employment, I agree to conform to the policies and procedures of Sugar Lake Lodge, and understand my employment and compensation can be terminated with or without cause, at any time, at the option of either the company or myself. I understand the company reserves the right to administer polygraph or other employment-related tests and I give the consent to such tests. I further understand that no representative of Sugar Lake Lodge, other than the General Manager, has my authority to enter into any agreement for employment contrary to the foregoing.

DO NOT SIGN UNTIL YOU HAVE READ THE ABOVE STATEMENT.

Signature _____ Date _____ Phone Number _____