



Post Office Box 819

Beaufort, SC 29901

APPLICATION FOR EMPLOYMENT

We are dedicated to a policy of non-discrimination in employment on any basis including age, sex, color, race, creed, national origin, religious preference, marital status, political belief, or disability that does not prohibit performance of essential job functions.

Personal Information

Date _____

Name: (Last) _____ (First) _____ (Middle) _____

Present Address: (Street) _____ (City) _____ (State) _____ (Zip code) _____

Telephone Number _____ Social Security Number _____

Position Applied For: _____

Have you been charged, arrested or convicted of a misdemeanor or felony within the last 5 years? ____ Yes ____ No

If yes, please explain: _____

Do you have a valid driver's license? ____ Yes ____ No If yes, what state? _____

(Security Department Applicants Only) Have you received a traffic citation (any state) within the last 5 years? If yes, explain _____

Do you have any relatives who are presently employed by the Dataw Island Club, Inc.?

____ Yes ____ No If yes, name of relative _____

Were you referred by a current employee of Dataw Island Club, Inc.?

____ Yes ____ No If yes, name of employee _____

Work Availability

If considered for the position, when would you be available to begin work? _____

Are there any hours/days you cannot work? _____

Are you willing to work overtime? ____ Yes ____ No

Are you willing to work Sundays? ____ Yes ____ No

Are you willing to work Saturdays? ____ Yes ____ No

Salary/Hourly Rate Requirements \$ _____ per _____

Educational History

	School Name/Location	Years Completed	Degree
High School:	_____	_____	_____
College:	_____	_____	_____
Graduate:	_____	_____	_____
Technical:	_____	_____	_____
Other:	_____	_____	_____

Employment History

Current and Most Recent Employer

1. _____

Company Name	Address	Phone Number
Position Held	Duties	Supervisor
Date of Employment	Wage/Salary	Reason for Leaving

Previous Employment

2. _____

Company Name	Address	Phone Number
Position Held	Duties	Supervisor
Date of Employment	Wage/Salary	Reason for Leaving

3. _____

Company Name	Address	Phone Number
Position Held	Duties	Supervisor
Date of Employment	Wage/Salary	Reason for Leaving

May we contact your Present Employer? ____ Yes ____ No

May we contact your Past Employers? ____ Yes ____ No

List any other facts/skills that you feel might be important in considering your application:

Please read the following carefully before signing.

I certify that all of the statements made by me on this application are true, correct, and complete to the best of my knowledge. I understand that any falsification or willful omission of fact made in this application or in connection with any background investigation may be grounds for rejection of this application, or, if discovered after an offer of employment or upon starting the position, would be grounds for immediate dismissal. I understand that if hired, I must submit satisfactory proof that I am legally authorized to work in the U.S. I give my consent to have a background investigation performed and to release and indemnify all persons, employers, companies, or agencies from any liability they may incur based upon statements they make. If hired, I agree to conform to the rules, regulations, and work standards, and that my employment is "at will" and may be terminated with or without cause, and with or without notice at anytime at the option of either myself or the company. I understand that no representative of the company has the authority to enter into any agreement for employment or salary for any specified period of time.

Applicant's Signature

Date

Employment Questionnaire

Please answer all of the following questions:

1. Why do you feel you should be considered for the position you are applying for?

2. What is your greatest strength?

3. What is your greatest weakness?

4. Using one word, how would your current or previous employer describe your work?

5. What do you expect from an employer?

6. Which best describes your personality? Enthusiastic or Laid-back

7. Please include any additional comments you would like to make:



DISCLOSURE

As part of the employment process, **Dataw Island Club, Inc.** (the "Company"), will obtain a consumer report (known as an investigative consumer report in California) which I understand may include information regarding my credit worthiness, credit standing, credit capacity, character, general reputation, personal characteristics, or mode of living.

AUTHORIZATION

During the application process and at any time during the tenure of my employment with the Company, I hereby authorize Lexis Nexis WorkPlace Solutions Inc., on behalf of The Company to procure a consumer report (known as an investigative consumer report in California) which I understand may include information regarding my credit worthiness, credit standing, credit capacity, character, general reputation, personal characteristics, or mode of living. This report may be compiled with information from credit bureaus, courts record repositories, departments of motor vehicles, past or present employers and educational institutions, governmental occupational licensing or registration entities, business or personal references, and any other source required to verify information that I have voluntarily supplied. I understand that I may request a complete and accurate disclosure of the nature and scope of the background verification, to the extent such investigation includes information bearing on my character, general reputation, personal characteristics or mode of living.

Applicant/Employee Name

Applicant/Employee Address

Applicant/Employee Signature

Date

Social Security Number*

Date of Birth*

Driver's License Number

State Issued

* For Identification Purposes Only

