



Mountain View Lodge

EMPLOYMENT APPLICATION

PERSONAL	
<input type="checkbox"/> Ms. <input type="checkbox"/> Mr. <input type="checkbox"/> Dr.	
Name (First, Middle, Last)	
Present Address	
City, State, Zip	
Home Telephone #	Daytime Telephone #
E-mail	Pager or Cell Phone #

INTEREST	
<input type="checkbox"/> Housekeeping <input type="checkbox"/> Landscaping <input type="checkbox"/> Marketing <input type="checkbox"/> Technical Support	<input type="checkbox"/> Quality Control <input type="checkbox"/> Administrative/Clerical <input type="checkbox"/> Maintenance/Poolcare
Specialty Areas	Years of Related Experience
Position Desired	
Salary Desired	Date Available
Are you looking for (check one) <input type="checkbox"/> Full-time <input type="checkbox"/> Part-time No. of Hours per Week	(check one) <input type="checkbox"/> Regular <input type="checkbox"/> Per Diem <input type="checkbox"/> Temporary <input type="checkbox"/> Summer
Desired Shift <input type="checkbox"/> Days <input type="checkbox"/> Evenings	<input type="checkbox"/> Nights <input type="checkbox"/> Rotating <input type="checkbox"/> Weekends <input type="checkbox"/> Any Shift

WORK HISTORY			
Please complete even if resume is attached. Account for at least 5 years', including military, experience. You may include volunteer experience.			
MOST RECENT	Organization	City, State	Dates Employed <input type="checkbox"/> Full-time <input type="checkbox"/> Part-time <input type="checkbox"/> Per Diem
	Your Position		From: / / To: / / Salary (base rate) Per <input type="checkbox"/> Hour <input type="checkbox"/> Week \$ <input type="checkbox"/> Month <input type="checkbox"/> Year
	Description of Duties		Supervisor
			Phone
			Reason for Leaving
PREVIOUS	Organization	City, State	Dates Employed <input type="checkbox"/> Full-time <input type="checkbox"/> Part-time <input type="checkbox"/> Per Diem
	Your Position		From: / / To: / / Salary (base rate) Per <input type="checkbox"/> Hour <input type="checkbox"/> Week \$ <input type="checkbox"/> Month <input type="checkbox"/> Year
	Description of Duties		Supervisor
			Phone
			Reason for Leaving
PREVIOUS	Organization	City, State	Dates Employed <input type="checkbox"/> Full-time <input type="checkbox"/> Part-time <input type="checkbox"/> Per Diem
	Your Position		From: / / To: / / Salary (base rate) Per <input type="checkbox"/> Hour <input type="checkbox"/> Week \$ <input type="checkbox"/> Month <input type="checkbox"/> Year
	Description of Duties		Supervisor
			Phone
			Reason for Leaving

Additional work history attached.

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Mountain View Lodge • 25 Wapato Point Parkway • Manson, WA 98831
 (509) 687-9505 or (800) 967-8105 • www.mountainviewlakechelan.com

HIGHEST LEVEL OF EDUCATION

Degree and Specialty	School	City, State	Graduated?
1			<input type="checkbox"/> Yes <input type="checkbox"/> No
2			<input type="checkbox"/> Yes <input type="checkbox"/> No

PROFESSIONAL LICENSURE AND CERTIFICATION

License/Certification Type and Number	State	Expiration Date	Was this license ever suspended?	Verified
1			<input type="checkbox"/> No <input type="checkbox"/> Yes, explain:	
2			<input type="checkbox"/> No <input type="checkbox"/> Yes, explain:	

OFFICE SKILLS

- Typing _____WPM
 Data Entry
 Transcription
 Switchboard
 Medical Terminology
 Computer Skills:

PROFESSIONAL BUSINESS REFERENCES

Name	Phone	Relationship	Years Known

BACKGROUND

If your employment/education/licensure records are under another name, please specify:	Have you ever been convicted of a felony? <input type="checkbox"/> No Record <input type="checkbox"/> Yes
Have you been employed at MVL? <input type="checkbox"/> No <input type="checkbox"/> Yes, date left: _____ Dept: _____	Have you completed a period of incarceration within the past five years for any misdemeanor (other than a first conviction for any of the following misdemeanors: drunkenness, simple assault, speeding, minor traffic violations, affray or disturbance of the peace)? <input type="checkbox"/> No Record <input type="checkbox"/> Yes
How did you find out about this position? <input type="checkbox"/> MVL website <input type="checkbox"/> Other website <input type="checkbox"/> Newspaper <input type="checkbox"/> Employee referral (Name: _____ Dept: _____) <input type="checkbox"/> Other _____	If the answer to the above question is "yes", please state whether you were convicted more than five years ago for any offense (other than a first conviction for any of the following misdemeanors: drunkenness, simple assault, speeding, minor traffic violations, affray or disturbance of the peace)? <input type="checkbox"/> No Record <input type="checkbox"/> Yes
Names of relatives, if any, employed here (include relationship and dept):	
Are you under 18 years of age? <input type="checkbox"/> No <input type="checkbox"/> Yes (If you are under 18, a parent's permission is required for a physical exam.)	A criminal conviction will not necessarily be a bar to employment. To help us evaluate your application, please describe your criminal conviction(s), listing the nature of your offense, and your rehabilitation since the conviction(s). <i>An application for employment with a sealed record on file with the commissioner of probation may answer "no record" with respect to any inquiry herein relative to prior arrests, criminal court appearances or convictions. In addition, any applicant for employment may answer "no record" with respect to any inquiry relative to prior arrests, court appearances, and adjudications in all cases of delinquency or as a child in need of services which did not result in a complaint transferred to the superior court for criminal prosecution.</i>
Have you ever been discharged or asked to resign by an employer? (An affirmative answer does not necessarily disqualify from employment.) <input type="checkbox"/> No <input type="checkbox"/> Yes, explain:	
Can you, if employed, present documentation verifying identification and your legal right to work in the U.S.? <input type="checkbox"/> No <input type="checkbox"/> Yes, explain:	
Social Security # (optional):	

STATEMENT

I certify that the answers given herein, as well as any information provided by me on my resume, are true and complete to the best of my knowledge. I understand that misrepresentation or falsifications in this application or resume may remove me from further consideration for employment. In addition, if employed, any misrepresentation or falsifications in this application or resume will be cause for dismissal at any time without previous notice.

I acknowledge that consideration for employment is contingent on the results of a reference check. Therefore, I hereby authorize MVL to (1) investigate the truthfulness of all the statements made on this application; (2) contact my former employers and other listed references who can verify information; and (3) discuss the results of any investigation with other employees of MVL who are involved in the hiring process. In addition, I give my consent for all contacted persons including my former employers to provide information concerning this application and I release each person from liability for providing such information and further waive any causes of action arising from providing such information to MVL.

If an offer of employment is made to me, I hereby consent to undergo a pre-placement health screening which may include urinalysis and/or blood screening for drug and alcohol use. I understand that employment is dependent upon successful completion of such examination.

I understand that, if employed, my employment with MVL is for no specific term and may be terminated with or without notice or cause, at any time. I further understand that no oral promise, MVL policy, custom, business practice or other procedure, including MVL's personnel manuals, constitutes an employment contract or modification of the at-will employment relationship between MVL and me. I also understand that no supervisor or other official of MVL, except its Chief Executive Officer, in writing, has the authority to enter into any agreement with me or to make any agreement contrary to the foregoing.

Signature: _____ Date: _____

It is unlawful in Y cij lpi xpp to require or administer a lie detector test as a condition of employment or continued employment. An employer who violates this shall be subject to criminal penalties and civil liability.

O qwpwlp'Xlgy 'Nqf i g is committed to equal opportunity. We recruit, hire, train, and promote without discrimination due to race, color, religion, sexual orientation, national origin, ancestry, marital status, age, citizenship, veteran status, or any other projected job status.