

MOUNTAIN LAKE CAMPGROUND AND CABINS

1898 Summersville Airport Road
Summersville WV 26651
304.872.6222
Fax 304.872.7907
www.mountainlakecampground.com

Date: _____

Name: _____
Last name first name middle initial

Address: _____
Number Street City State Zip code

Driver License #: _____ Social Security Number: _____ - _____ - _____

Cell phone #: _____ E-mail address: _____

If under 18, please list age: _____ Referral source (ad, employee, etc.) _____

Are you a citizen of the United States? _____ If no, are you authorized to work in the U.S.? _____

Have you ever worked for this company? _____ If so, when? _____

Have you ever been convicted of a felony? _____ If yes, explain: _____

Notify in case of emergency _____ Phone #: _____

Date available to start _____ Last date available to work _____

Position(s) you are interested in: _____

Type of employment desired: full time _____ part time _____ temporary _____ seasonal _____ educational co-op/intern _____

Hours per week desired: 30 and under _____ 40 and under _____ doesn't matter _____

Available to work: days _____ evenings _____ weekends _____ holidays _____

Desired wage \$ _____/hr

Education

High School: _____ Address: _____

From: _____ To: _____ Did you graduate? _____ Degree: _____

College: _____ Address: _____

From: _____ To: _____ Did you graduate? _____ Degree: _____

Other: _____ Address: _____

From: _____ To: _____ Did you graduate? _____ Degree: _____

References

Please list three professional references (please do NOT use relatives):

Name _____ Relationship _____ Telephone # _____ Years known _____

Name _____ Relationship _____ Telephone # _____ Years known _____

Name _____ Relationship _____ Telephone # _____ Years known _____

Military Service

Branch: _____ From: _____ To: _____

Rank at Discharge: _____ Type of Discharge: _____

If other than honorable, explain: _____

Previous Employment

Company: _____ Phone #: _____
Address: _____ **Supervisor:** _____
Job Title: _____ **Starting Wage:** \$ _____ **Ending Wage:** \$ _____
Responsibilities: _____
From: _____ **To:** _____ **Reason for leaving:** _____

May we contact for reference? () yes () no

Company: _____ Phone #: _____
Address: _____ **Supervisor:** _____
Job Title: _____ **Starting Wage:** \$ _____ **Ending Wage:** \$ _____
Responsibilities: _____
From: _____ **To:** _____ **Reason for leaving:** _____

May we contact for reference? () yes () no

Company: _____ Phone #: _____
Address: _____ **Supervisor:** _____
Job Title: _____ **Starting Wage:** \$ _____ **Ending Wage:** \$ _____
Responsibilities: _____
From: _____ **To:** _____ **Reason for leaving:** _____

May we contact for reference? () yes () no

Other information

Did you complete this application yourself? () yes () no If not, who did? _____

Do you know of any reason why you would not be able to perform the essential functions of the job for which you are applying? () yes () no
If yes, please specify any accommodations that would enable you to perform the essential functions:

Are there any days or hours you will be unable to work: () yes () no
If yes, please specify which days and hours:

Are you willing and able to report to work on time every day on a consistent basis? () yes () no

Will you follow all the safety rules of our company? () yes () no

Have you ever been disciplined for violating company rules or regulations by a previous employer? () yes () no

Do you speak a foreign language? If so, which: _____

Do you have a valid U.S. driver's license? () yes () no

Interest & Skills - Please describe why you are interested in working at Mountain Lake and list any skills which qualify you for a position:

List any special accomplishments, achievements, etc.

Other information you wish Mountain Lake to be aware of as your potential employer?

Important

Signature - Please read and sign the following statement: **I certify, under penalty of law, that the information given in this application is correct and complete to the best of my knowledge.** I am aware that, should investigation at any time show falsification, I will not be considered for employment or, if employed, I will be dismissed and disqualified from future merit examinations. I hereby authorize Mountain Lake Campground and Cabins and agencies to whom my name is certified/referred to make all necessary investigations concerning me, my work habits, character, or my action in any transaction. I authorize Mountain Lake to receive my academic records or other material pertinent to my qualifications, and further authorize and request each former employer, person given as a reference, educational institution, DMV records, or organization (including law enforcement agencies) to provide all information that may be sought in connection with my application. I understand and agree that I will be required to ratify the information contained in this application by signature as a condition of employment. I also understand that Mountain Lake Campground and Cabins is a drug free workplace and that random substance abuse testing may be required at the Park's option.

Date _____ Signature X _____

Mountain Lake Campground and Cabins does not discriminate on the basis of race, color, religion, national origin, sex, age, disability, sexual orientation, gender identity, ancestry or veteran status in the admission or access to, or participation or employment in, its programs or services. Reasonable accommodation will be provided upon request.

FOR PERSONNEL DEPARTMENT USE ONLY

Arrange an interview: () yes () no

Remarks: _____

Interview date: _____ Offer employment?: () yes () no Hourly Rate/Salary: \$ _____

Job Offered: _____ Start Date _____

By: _____ Date: _____

Name and Title