

EMPLOYMENT APPLICATION

Instructions: Fill out all areas of the application. Write *N/A* if a section is not applicable. Submit completed application and any supporting documents to hr@sunrise.ski.

Note: Save all attachments as [Last NameFirst Name]_[Name of Document] (e.g. DoeJohn_App, DoeJohn_Resume, etc.), and include [Last Name, First Name] – Application in the email subject line (e.g. Subject: Doe, John – Application).



APPLICANT INFORMATION									
Position Applied For						Date of Application			
Last Name				First Name				M.I.	
Address (<i>Street and/or PO Box #</i>)						Apartment/Unit #			
City				State		ZIP			
Phone Number			Alt. Phone Number			E-mail Address			
Drivers License Number			State		Exp. Date		Social Security No.		
Tribal Affiliation (if applicable)					Have you ever worked for Sunrise Park Resort? YES ☐ NO ☐ If so, when?				
Are you a citizen of the United States? YES ☐ NO ☐					If no, are you authorized to work in the U.S.? YES ☐ NO ☐				
Have you ever been convicted of a felony? (Do not disclose the following: convictions that have been sealed, expunged or legally eradicated; misdemeanor convictions for which probation was completed and the case dismissed; information regarding referral to, and/or participation in any pre-trial or post trial diversion program; information regarding arrests or detentions that did not result in a conviction; or information regarding minor traffic violations. YES ☐ NO ☐ If yes, in a separate attachment, state the nature of the crime(s), when and where convicted and disposition of the case. (Note: No applicant will be denied employment solely on the grounds of conviction of a criminal offense. The nature of the offense, date of the offense, the surrounding circumstances and the relevance of the offense to the position(s) applied for may, however, be considered.)									
List any relatives currently employed with Sunrise (list additional names in separate attachment.)			Name			Relationship			
			Name			Relationship			
			Name			Relationship			
EMPLOYMENT HISTORY (Start with your present or most recent job, and include all employment experiences and volunteer activities. You must complete this section even if submitting a resume.)									
1) Company Name			City/State		Telephone		Dates Employed		
							to		
Job Title		Supervisor's Name			Hourly Rate / Salary				
					Starting \$		Ending \$		
Work Performed									
Reason for Leaving					May we contact this employer? YES ☐ NO ☐				
2) Company Name			City/State		Telephone		Dates Employed		
							to		
Job Title		Supervisor's Name			Hourly Rate / Salary				
					Starting \$		Ending \$		
Work Performed									
Reason for Leaving					May we contact this employer? YES ☐ NO ☐				
3) Company Name			City/State		Telephone		Dates Employed		
							to		
Job Title		Supervisor's Name			Hourly Rate/Salary				
					Starting \$		Ending \$		
Work Performed									
Reason for Leaving					May we contact this employer? YES ☐ NO ☐				
Please list and explain all periods of unemployment during the last five years.		From		To		Reason for Unemployment			
		From		To		Reason for Unemployment			

EDUCATIONAL HISTORY

High School				Address	
From		To		Did you graduate? YES ☐ NO ☐	List Diploma or Degree
College				Address	
From		To		Did you graduate? YES ☐ NO ☐	List Diploma or Degree
Other				Address	
From		To		Did you graduate? YES ☐ NO ☐	List Diploma or Degree
List any office, clerical, computer skills, or other skills related to the position for which you are applying:					

REFERENCES (Please list three professional references)

1) Full Name	Relationship
Company	Phone Number
Address	
2) Full Name	Relationship
Company	Phone Number
Address	
3) Full Name	Relationship
Company	Phone Number
Address	

APPLICANT ACKNOWLEDGEMENT AND VERIFICATION OF INFORMATION

Directions: Read and initial each statement below to verify you understand the terms. Sign below if you agree with these terms.

I understand and agree that:

- _____ 1. The information that I have provided on the application is true and complete to the best of my knowledge. Any misrepresentation or omission of any fact in my application, resume or any other materials, or during any interviews, can be justification for refusal of employment, or, if employed, immediate termination from employment. I understand Sunrise Park Resort is relying on this information to make its employment decision.
- _____ 2. Any offer of employment I may receive is contingent upon my successful completion of the total pre-employment screening process, including background and driving records checks and receiving references which are considered satisfactory.
- _____ 3. I understand that, as a condition of employment, I am required to undergo and successfully pass a screening for drugs.
- _____ 4. In processing my application for employment, Sunrise Park Resort may verify all of the information provided by me, or may procure or have prepared a consumer or investigation report for this purpose, and I agree to sign all documentation provided to me by Sunrise Ski Resort to authorize Sunrise Ski Resort to conduct a background check regarding me.
- _____ 5. I authorize and request all of my present and former employers and those individuals I have listed as professional references to furnish information about my employment record, including a statement of the reasons for the severance of my employment, as well as any statement regarding any work performance, abilities, and other qualities pertinent to my qualifications for employment. I hereby release them from any and all liability for damages arising from furnishing the requested information.
- _____ 6. In consideration of my employment, I agree to comply with the policies, rules and regulations and procedures and understand that my employment is "at will". This means that my employment can be terminated with or without cause or notice, at any time, at the option of either the Sunrise Park Resort or myself. I further understand that no representative of Sunrise Park Resort other than the General Manager of Sunrise Park Resort has any authority to enter into an agreement for employment for any specified period of time or to make any agreement different from the foregoing. I further understand that any such agreement, if made, shall not be enforceable unless in writing and signed by the General Manager of Sunrise Park Resort.

Print Name: _____ Signature: _____ Date: _____