

# WINTERGREEN PROPERTY OWNERS ASSOCIATION

## APPLICATION FOR EMPLOYMENT

WPOA is an Equal Opportunity Employer, and selects the best matched individual for each position based on job related criteria and without regard to race, color, sex, national origin, age, disability, veteran status, or any other protected status as defined in local, state, or federal fair employment guidelines. Statements made by applicants are subject to careful review for accuracy. Any misrepresentation or omission will result in disqualification from further consideration for employment or discharge from employment if discovered after the individual's hire date. This application will remain in an active file for thirty (30) days, and if consideration after that time is expected, the applicant must reapply in person.

### PERSONAL INFORMATION

Name \_\_\_\_\_  
Last First Initial  
Address \_\_\_\_\_  
Street City State Zip  
Telephone ( ) \_\_\_\_\_ - \_\_\_\_\_ Social Security Number \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

### CIRCLE YOUR RESPONSES

Are you 18 years of age or older? Yes No  
Have you applied here previously? Yes No  
Have you ever been terminated from employment? Yes No  
Type of employment: Full Time Part Time Temporary  
Will you provide proof of your legal work status when requested? Yes No  
What days and hours can you work? Anytime Sunday Monday Tuesday Wednesday Thursday Friday Saturday  
Are you a citizen of the USA? Yes No  
Do you have a Driver's License? Yes No  
May we contact your current employer for information? Yes No  
When are you available to begin? \_\_\_\_\_  
Have you ever been convicted of a crime? Yes No (not traffic violations)

### EDUCATION

What was the highest grade completed? (Include college and related technical training) \_\_\_\_\_  
Name of the last school attended: \_\_\_\_\_ Degree or certification earned: \_\_\_\_\_

### APPLICANT'S CERTIFICATION

I certify and affirm that the information provided by me on this application and during interviews and all other related documents and conversation to be true in all respects and I further understand that any misrepresentation or omission will be grounds for immediate termination from further consideration or possible employment. I hereby authorize WPOA, to fully investigate my suitability for employment by verifying and pursuing any source of information, which WPOA deems to be related to my possible employment. This investigation may include but not be limited to law enforcement agency records, driving records, education and certification records, and past employers, and related references. I release all parties contacted by WPOA and their agents from any and all liability and damages for providing such information. I understand that the employment relationship may only begin and continue with the mutual consent of WPOA and myself. I further agree to submit, as requested, to a physical examination and body fluid analysis any time requested after an offer of employment has been made. This test and/or analysis will be paid for by WPOA and retained in a confidential file.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

Position Applied For: \_\_\_\_\_

Other Positions that you would consider: \_\_\_\_\_

**EMPLOYMENT HISTORY**

(Begin with most recent)

Employer: _____	Phone ( ) _____ - _____		
Address _____			
Supervisor: _____	Your Position/Duties: _____		
Reason for leaving: _____			
Date Hired: _____	Rate of Pay: _____	Date Terminated: _____	Last Rate: _____

Employer: _____	Phone ( ) _____ - _____		
Address _____			
Supervisor: _____	Your Position/Duties: _____		
Reason for leaving: _____			
Date Hired: _____	Rate of Pay: _____	Date Terminated: _____	Last Rate: _____

Employer: _____	Phone ( ) _____ - _____		
Address _____			
Supervisor: _____	Your Position/Duties: _____		
Reason for leaving: _____			
Date Hired: _____	Rate of Pay: _____	Date Terminated: _____	Last Rate: _____

**Wintergreen Property Owners Association**

**88 WINTERGREEN DRIVE**

**WINTERGREEN RESORT, VIRGINIA 22967-2162**