

WAPATO POINT MANAGEMENT CO., INC.

Employment Application



Applicant Information

*Type of Employment: Full-Time Part-Time Seasonal Year-Round (mark all that apply)

Last Name: _____ First: _____ M.I. _____ *Today's Date _____

***MAILING**
Address: _____ City: _____ State: _____ ZIP: _____

***HOME**
Address: _____ City: _____ State: _____ ZIP: _____

*Cell Phone: _____ Alternative Phone: _____ * E-mail: _____

*Position Applied for: _____ *Date Available to start work: _____

*Days You Can Work: Monday Tuesday Wednesday Thursday Friday Saturday Sunday

Are you at least 15 years of age? YES NO

Have you ever worked for this company? YES NO If so, when? _____

Were you referred by a Wapato Point employee? YES NO Employee's Name: _____

Are you related to any Wapato Point employee? YES NO Employee's Name: _____

EDUCATION

High School: _____ Address: _____

Number of Years Completed: 1 2 3 4 Did you graduate? YES NO / DIPLOMA GED

College: _____ Address: _____

Number of Years Completed: 1 2 3 4 Did you graduate? YES NO Degree _____

Other: _____ Address: _____

Number of Years Completed: 1 2 3 4 Did you graduate? YES NO Degree _____

ELIGIBILITY

*Are you eligible to work in the United States? YES NO

Note: If hired, we will confirm your eligibility to legally work in the United States. Federal law requires all employers to verify the identity and employment eligibility of all persons hired to work in the United States.

BACKGROUND CHECK

Pursuant to the Child/Adult Abuse Information Act, the Revised Code of Washington (RCW) 43.43.830 – 43.43.845 allows employers to conduct pre-employment background checks. Final candidates must complete a background check authorization form and return it to Human Resources.

Human Resources will order the background check upon an offer of employment and receipt of the signed release form.

In instances where negative or incomplete information is obtained, the appropriate management will assess the potential risks and liabilities related to the job's requirements. If a decision not to proceed with hiring a candidate is made, based on the results of a background check, there may be certain additional Fair Credit Reporting Act (FCRA) requirements that will be handled by Human Resources in conjunction with the employment screening service (if applicable).

Background check information will be maintained in a file separate from employees' personnel files for a minimum of five years.

Wapato Point Management Company reserves the right to modify this policy at any time without notice.

*** MUST FILL IN, WHEN THERE IS AN ASTRIC******

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REFERENCES	
Please list three PROFESSIONAL references. *Do NOT list Friends or Relatives*	
Full Name	Relationship:
Company	Phone ()
Address	
Full Name	Relationship:
Company	Phone ()
Address	
Full Name	Relationship:
Company	Phone ()
Address	
PREVIOUS EMPLOYMENT	
Company	Phone ()
Address	Supervisor
Job Title	
Responsibilities	
From	To
Reason for Leaving	
May we contact your previous supervisor for a reference? YES <input type="checkbox"/> NO <input type="checkbox"/>	
Company	Phone ()
Address	Supervisor
Job Title	
Responsibilities	
From	To
Reason for Leaving	
May we contact your previous supervisor for a reference? YES <input type="checkbox"/> NO <input type="checkbox"/>	
Company	Phone ()
Address	Supervisor
Job Title	
Responsibilities	
From	To
Reason for Leaving:	
May we contact your previous supervisor for a reference? YES <input type="checkbox"/> NO <input type="checkbox"/>	

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MILITARY SERVICE		
Branch	From	To
Rank at Discharge		
ADDITIONAL QUALIFICATIONS (KNOWLEDGE, SKILLS OR ABILITIES)		
DISCLAIMER AND SIGNATURE		
<p>Wapato Point Management Co., Inc. believes that all persons are entitled to equal employment opportunity and does not discriminate against its employees or applicants because of race, ethnicity, religion, gender, national origin, citizenship, marital status, veteran status, age, physical disability, use of a trained guide dog or service animal, sexual orientation or any other consideration made unlawful by applicable federal, state or local laws. Equal employment opportunity will be extended to all persons in all aspects of the employer-employee relationship, including recruitment, hiring, upgrading, training, promotion, transfer, discipline, layoff, recall and termination.</p> <p>Wapato Point Management Co., Inc. strictly prohibits illegal harassment including sexual, racial, ethnic and bullying. Employees who violate this policy are subject to discipline, up to and including termination.</p> <p>I certify my answers are true and complete to the best of my knowledge. I understand that false or misleading information in my application, interview or new hire paperwork may result in a withdrawal of the offer of employment or release. I recognize that my employment may be terminated at any time if it is later discovered that I falsified or omitted any information in completing this application. I understand that my employment and compensation can be terminated with or without cause at any time, at the option of either Wapato Point Management Co., Inc. or myself. In addition, I understand that this application, or any other documents signed by me, do not constitute an employment contract. I understand this disclaimer does not and is not intended to interfere with an employee's right to organize.</p>		
*Signature:		*Date:



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509.687.9511