



Established 1901

159 Ballville Road, Bolton, MA 01740-1227

EMPLOYMENT APPLICATION – Updated 7/1/18

Last Name		First Name		Middle Initial	
Address	Street	City	State	Zip	
Telephone Number		Cell Number		Email Address	
Emergency contact name:					
Emergency contact Telephone Number:					

Position(s) Applied For: (in order of preference)		
1.	2.	3.
How Did You Learn About Us?		
<input type="checkbox"/> Advertisement Where? _____	<input type="checkbox"/> Friend <input type="checkbox"/> Relative	<input type="checkbox"/> Walk-in <input type="checkbox"/> Other _____
<input type="checkbox"/> Employment Agency		

Answer only if you are under 18 years of age:

Can you provide required proof of your eligibility to work?

Yes No

Have you ever filed an application with us before?

Yes No

Have you ever been employed with us before?

Yes No

If Yes, give dates:

Are you currently employed?

Yes No

May we contact your present employer?

Yes No

Are you legally authorized to work in the U.S?

Proof of citizenship or immigration status will be required upon employment.

Yes No

On what date would you be available for work?

Are you available to work:

Full Time Part Time Weekends Temporary

Are you currently on "lay-off" status and subject to recall?

EDUCATION

	Name and Address of School	Course of Study	Years Completed	Diploma/Degree
High School			9 10 11 12	
Technical School				
College			1 2 3 4	
Graduate/ Professional			1 2 3 4	
Other				

EMPLOYMENT EXPERIENCE

Employer	<u>Dates Employed</u>	Work Performed
	From To	
Address		
Telephone Number		
Job Title	Supervisor	
Reason for Leaving		
Employer	<u>Dates Employed</u>	Work Performed
	From To	
Address		
Telephone Number		
Job Title	Supervisor	
Reason for Leaving		
Employer	<u>Dates Employed</u>	Work Performed
	From To	
Address		
Telephone Number		
Job Title	Supervisor	
Reason for Leaving		

The International IS AN EQUAL OPPORTUNITY EMPLOYER

It is the policy of The International to provide equal employment opportunity to all individuals regardless of race, creed, color, religion, sex, age, marital status, ancestry, sexual preference, national origin, disability, veteran status or other area of prohibited discrimination. The International does not discriminate on the basis of genetic information. We are strongly committed to this policy and believe in the concept and spirit of the law. The International is further committed to assuring that:

All recruiting, hiring, training, promotion and compensation programs are granted fairly to all persons on an equal opportunity basis without regard to race, creed, color, religion, sex, age, marital status, ancestry, sexual preference, national origin, disability, veteran status, use of lawful products, or other protected characteristics.

The minimum age requirement for employment at The International is at least 16 years of age. Candidates under the age of 18 are required to obtain an Employment Permit issued by the Superintendent of Schools in the city or town of residence. Many positions require operation of a golf cart with varied frequency. Employment in those positions requires a valid drivers license.

ADDITIONAL INFORMATION

Other Qualifications Summarize special job-related skills and qualifications acquired from employment or other experience. Please list all computer and software skills, work related licenses, certifications.

REFERENCES

List name, address, and telephone number of three work or school references.

1.
2.
3.

APPLICANT'S STATEMENT

I certify that answers given therein are true and complete to the best of my knowledge.

I authorize investigation of all statements contained in this application for employment as may be necessary in arriving at an employment decision. I understand that the interview process may include reference and background checks, employment and education, degrees, licenses and certifications. My signature below indicates my acceptance to these verifications.

The application for employment shall be considered active for a twelve month period of time.

I hereby understand and acknowledge that, unless otherwise defined by applicable law, any employment relationship with “The International Group” (including but not limited to The International Golf Club, LLC, Arklow Limited Partnership, Wealyn, LLC their successors and assigns) is of an “at will” nature, which means that the Employee may resign at any time and the Employer may discharge Employee at any time with or without cause. It is further understood that this “at will” employment relationship may not be changed by any written document or by conduct unless such change is specifically acknowledged in writing by an authorized executive of this organization.

In the event of employment, I understand that false or misleading information given in my application or interview(s) may result in discharge. I understand, also, that I am required to abide by all rules and regulations of the employer. It is unlawful in Massachusetts to require or administer a lie detector test as a condition of employment or continued employment. An employer who violates this law shall be subject to criminal penalties and civil liability.

The candidate and The International agrees that any dispute or claim concerning the Applicant’s employment with The International Group, or the terms, conditions, or benefits of such employment including whether such dispute or claim is arbitrable, will be settled by binding arbitration. The arbitration proceedings shall be conducted under the Commercial Arbitration Rules of the American Arbitration Association in effect at the time a demand for arbitration is made.

I understand and agree to the above arbitration agreement as well as all other provisions stated above.

(Signature of Applicant)

Date

Anti-Discrimination Notice. It is an unlawful employment practice for an employer to fail or refuse to hire or discharge any individual, or otherwise to discriminate against any individual with respect to that individual's terms and conditions of employment, because of such individual's race, color, religion, sex, or national origin.

This employer is subject to certain nondiscrimination and affirmative action recordkeeping and reporting requirements which require the employer to invite employees to voluntarily self-identify their race/ethnicity. Submission of this information is voluntary and refusal to provide it will not subject you to any adverse treatment. The information obtained will be kept confidential and may only be used in accordance with the provisions of applicable federal laws, executive orders, and regulations, including those which require the information to be summarized and reported to the Federal Government for civil rights enforcement purposes.

If you choose not to self-identify your race/ethnicity at this time, the federal government requires this employer to determine this information by visual survey and/or other available information. All information will be reported in the same seven race/ethnicity categories identified below.

**VOLUNTARY INVITATION TO IDENTIFY FOR AFFIRMATIVE ACTION PURPOSES
PLEASE READ ALL INSTRUCTIONS CAREFULLY BEFORE COMPLETING THIS FORM**

APPLICANT NAME: _____

POSITION APPLIED FOR: _____

DATE: _____

What is your race/ethnicity? You may mark only one selection.

Hispanic or Latino: a person of Cuban, Mexican, Chicano, Puerto Rican, South or Central American, or other Spanish culture or origin, regardless of race.

White (not Hispanic or Latino): a person having origins in any of the original peoples of Europe, the Middle East, or North Africa.

Black or African American (not Hispanic or Latino): a person having origins in any of the black racial groups of Africa.

Asian (not Hispanic or Latino): a person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian subcontinent including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam.

Native Hawaiian or Other Pacific Islander (not Hispanic or Latino): a person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands.

American Indian or Alaska Native (not Hispanic or Latino): a person having origins in any of the original peoples of North and South America (including Central America), and who maintains tribal affiliation or community attachment.

Two or More Races (not Hispanic or Latino)