



Brooke Hills Park
 149 Gist Drive
 Wellsburg, WV 26070

Brooke Hills Park

PHONE: (304) 737-1236

FAX: (304) 737-0354

APPLICATION FOR EMPLOYMENT

PLEASE PRINT

POSITION(S) OF INTEREST:

TYPE OF EMPLOYMENT (check all that apply)

Full Time Part Time
 Seasonal Volunteer

HOURS DESIRED: (check all that apply)

20 hrs/wk < 35 hrs/wk
 < 30 hrs/wk 35 + hrs/wk

Have you worked for BHP before? YES NO

Are you 18 years of age or older? YES NO

Do you have relatives working here? YES NO

What is the date of your availability? _____

SCHEDULE AVAILABILITY (check all that apply)

Anytime between 7 am - 11 pm
 OTHER (specify) _____
 Any days, Monday through Sunday
 OTHER (specify) _____

SOCIAL SECURITY NUMBER:

DRIVERS LICENSE NUMBER:

STATE

NAME
 Last First Middle

ADDRESS
 Number Street City State Zip

HOME PHONE: () **CELL:** ()
 Area Code Number Area Code Number

EDUCATION

TYPE OF SCHOOL	SCHOOL NAME	STATE	MAJOR/MINOR	DEGREE?
High School				
GED				
College				
Business/Trade School				
Professional School				
Certifications				

REFERENCES		
LIST PAST EMPLOYER OR OTHER REFERENCES OTHER THAN RELATIVES		
NAME	ADDRESS	TELEPHONE NUMBER

PLEASE READ CAREFULLY

APPLICATION FORM WAIVER

In exchange for the consideration of my job application by Brooke Hills Park (hereinafter called, "the Firm"), I agree that I will be subject to mandatory drug and alcohol testing as well as a background check before I am hired for this job.

Signature

Date

I affirm that I am able to perform the essential elements of the job in a safe manner, and that I shall immediately notify the Firm if reasonable accommodation is required for a documented disability.

Neither the acceptance of this application, nor the subsequent entry into any type of employment relationship, either in the position applied for, or any other position, and regardless of the contents of employee handbooks, personnel manuals, benefit plans, policy statements, and the like may exist from time to time, or other Firm practices, shall serve to create an actual or implied contract of employment, or to confer any right to remain an employee of Brooke Hills Park, or otherwise to change in any respect the employment-at-will relationship (_____ **INITIALS**) between it and the undersigned, and that relationship cannot be altered except by a written instrument signed by the Board President. Both the undersigned and Brooke Hills Park Board may end the employment relationship at any time, without specified notice or reason. If employed, I understand that the Firm may unilaterally change or revise their benefits, policies, and procedures, and such changes may include reduction in benefits.

I authorize the investigation of all statements contained in this application. I understand that the misrepresentation or omission of facts is cause for dismissal at any time without any prior notice. I give the Firm permission to contact schools, previous employers (unless otherwise noted), references, and others, and hereby release the Firm from any liability as a result of such contract.

I also understand that (1) the Firm has a drug and alcohol policy that provides for preemployment testing as well as testing after employment; (2) consent to and compliance with such policy is a condition of my employment, and (3) continued employment is based on the successful passing of job-related physical examinations as well as random drug and alcohol testing. _____ **(INITIALS)**

I understand that, in connection with the routine processing of this employment application, the Firm may request from a Consumer Reporting Agency, an investigative consumer report, including information as to any credit records, character, general reputation, personal characteristics, and mode of living. Upon written request from me, the Firm, will provide me with additional information concerning the nature and scope of any such report, as required by the Fair Credit Reporting Act.

I further understand that my employment with the Firm shall be probationary for a period of fourteen (14) days, and further that at any time during this probationary period, my employment relationship with the Firm is terminable for any reason by either party.

Signature

Date

The Firm is an equal employment opportunity employer, that adheres to a policy of making employment decisions without regard to race, color, religion, sex, sexual orientation, national origin, citizenship, age or disability. We base our employment decisions solely on the applicant's qualifications for the job.

Thank you for completing this application form and for your interest in supporting the success of our business.

OFFICE USE ONLY			
Date of Interview: _____		Interviewer: _____	
Position(s) Reviewed: _____			
Hired: YES <input type="checkbox"/>	NO <input type="checkbox"/>	Start Date: _____	Rate of Pay: _____