



BEACON HILL CLUB

APPLICATION FOR EMPLOYMENT

Beacon Hill Club complies with the law regarding reasonable accommodation for disabled employees. Applicants requiring reasonable accommodation in order to participate in the interview process are requested to contact Human Resources in order to arrange such accommodation. We are an equal opportunity employer and make all employment decisions, including those related to recruitment, hiring, training, promotion, and recognition of individuals on the basis of their ability and job related qualifications and without regard to race, creed, color, religion, gender, sex, marital status, sexual orientation, national origin, age, physical or mental disability, genetic predisposition or carrier status, military status, veteran status and any other classification protected by law. Please completely fill out this application. Failure to complete all sections may disqualify you from consideration for employment.

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<b>Date of Application:</b>	<b>Salary Desired:</b>
<b>Position Desired:</b>	

<b>Name:</b>		
<b>Street Address:</b>		
<b>City:</b>	<b>State:</b>	<b>Zip:</b>
<b>Email:</b>	<b>Phone:</b>	<b>Referred By:</b>
<b>Date Available to Begin:</b>	<input type="checkbox"/> Full Time <input type="checkbox"/> Part Time <input type="checkbox"/> Seasonal	
<b>Availability: please check the applicable boxes.</b>	<input type="checkbox"/> Monday <input type="checkbox"/> Tuesday <input type="checkbox"/> Wednesday <input type="checkbox"/> Thursday <input type="checkbox"/> Friday <input type="checkbox"/> Saturday <input type="checkbox"/> Sunday	
<b>Please list any days/hours you are NOT available:</b>		

Have you ever been employed by Beacon Hill Club before? <input type="checkbox"/> Yes <input type="checkbox"/> No
Identity and employment eligibility of all new hires will be verified as required by the Immigration Reform and Control Act. If a job is offered, will you be able to provide verification of your legal right to work in the United States? <input type="checkbox"/> Yes <input type="checkbox"/> No
Are you at least 18 years old? <input type="checkbox"/> Yes <input type="checkbox"/> No (If not, you may be required to provide authorization to work.)
Have you signed or otherwise agreed to any non-solicitation, non-competition, or other similar restrictive covenant agreement with any prior employer? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, would your employment with Beacon Hill Club result in the violation of, breach of, or default under any such agreement? <input type="checkbox"/> Yes <input type="checkbox"/> No
If yes to either/both of the above, please explain: _____ _____

Have you received a high school diploma or GED equivalent?  Yes  No

## EDUCATION AND TRAINING

List any educational degrees, programs or courses that you have taken that would be helpful in the performance of your job. Include present enrollments. Collegiate and graduate educational history should be submitted only for those institutions accredited by an accrediting agency recognized by the federal or state department of education. If you are unsure of the accreditation of your educational institution, it must be noted on this application. Submitting degrees or coursework from a non-accredited institution will be considered a misrepresentation. Please note that Beacon Hill Club may verify educational background.

Name of School (City & State)	Course of Study	Degree Completed?	Name of Degrees or Certification

## WORK HISTORY

Please provide information concerning your work history by filling this section out completely. List in reverse chronology; present or most recent job first. Military experience may be included if you obtained skills that would be helpful in the job for which you are applying. You may include any verified work performed on a volunteer basis. (If more space is needed, write on a separate page). You may attach a resume in addition to completing the following **but you still must fill out the following. We will not contact any of the employers below without your written consent.**

Company Information	May We Contact This Employer?	Dates Employed	Starting Job Title	Ending Job Title	Reason for Leaving
Company: Location: Supervisor: Phone No.:					
Company: Location: Supervisor: Phone No.:					
Company: Location: Supervisor: Phone No.:					
Company: Location: Supervisor: Phone No.:					

Please use this space to provide if you wish to elaborate on the information provided above:

\_\_\_\_\_

Please use this space to outline any special skills, talents or attributes that you have acquired that may assist you in the performance of the job for which you are applying. \_\_\_\_\_

## CERTIFICATION OF INFORMATION

I certify that all of the above information is true and complete, and I understand that any falsification or omission of information may disqualify me from further consideration for employment or, if hired, may result in my termination regardless of the time elapsed before discovery.

I authorize Beacon Hill Club to investigate my employment history and educational background, and I authorize my former employers, educational institutions, and personal references to provide information that they may have about me in response to inquiry from the Beacon Hill Club.

I hereby certify that, if employed, my employment with Beacon Hill Club will not violate any non-solicitation, non-competition or other similar restrictive covenant or agreement I have with any of my prior employers, other than those I have disclosed in this application, if any.

I understand any offer of employment with Beacon Hill Club is contingent on my providing sufficient documentation necessary to establish my identity and eligibility to work in the United States.

I expressly understand and agree that, if offered employment, my employment will be on an "at-will" basis meaning that either Beacon Hill Club or I may terminate my employment at any time, for any reason or no reason, with or without prior notice.

I understand that no representation, whether oral or written, by any representative or agent of Beacon Hill Club at any time, can constitute an implied or express contract of employment. I further understand no representative or agent of Beacon Hill Club has the authority to enter into an agreement for employment for any specified period of time or to make any change in any policy, procedure, benefit or other terms or condition of employment other than in a document signed by the Managing Director of the Forum USA or an authorized representative.

**BY SIGNING BELOW, I CERTIFY THAT I HAVE READ AND AGREE WITH THE ABOVE STATEMENTS:**

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**Date**

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**Signature of Applicant**

Beacon Hill Club is an Equal Opportunity Employer and shall treat all employees and all applicants for employment equally and fairly based upon job-related qualifications and in accordance with all applicable local, state and federal laws.

Applications are kept active for sixty (60) days. If you have not been hired within sixty (60) days of the date of this application, you must re-apply to be considered for future employment.