

# APPLICATION FOR EMPLOYMENT AT ROUND BAY RESORT

Mail to: Round Bay Resort  
Attn: Floyd or Mark Frank  
23608 State 87, Nevis, MN 56467  
Phone: (218) 732-4880

Name: \_\_\_\_\_ Date: \_\_\_\_\_

Current Mailing Address: \_\_\_\_\_  
(City) (State) (Zip)

Phone Number: (\_\_\_\_) \_\_\_\_\_ Social Security Number: \_\_\_\_\_

Valid Driver's License: \_\_\_\_ Yes \_\_\_\_ No Driver's License # \_\_\_\_\_

## **In Case of Emergency, Please Notify:**

Name: \_\_\_\_\_ Phone: (\_\_\_\_) \_\_\_\_\_

Address: \_\_\_\_\_  
(City) (State) (Zip)

Relationship to You: \_\_\_\_\_

**EMPLOYMENT RECORD:** May we contact your present / recent employer? \_\_\_\_ Yes \_\_\_\_ No

1) Name of Present or Most Recent Employer: \_\_\_\_\_

Date Started: \_\_\_\_\_ Leaving Date: \_\_\_\_\_ Job Title: \_\_\_\_\_

Kind of Business: \_\_\_\_\_ Phone #: (\_\_\_\_) \_\_\_\_\_

Address: \_\_\_\_\_  
(City) (State) (Zip)

Name of Immediate Supervisor: \_\_\_\_\_ Supervisor's Title: \_\_\_\_\_

Starting Pay (Base): \_\_\_\_\_ Final Pay (Base): \_\_\_\_\_

Reason for Leaving: \_\_\_\_\_

Briefly describe the nature of your work: \_\_\_\_\_  
\_\_\_\_\_

2) Name of Next Most Recent Employer: \_\_\_\_\_

Date Started: \_\_\_\_\_ Leaving Date: \_\_\_\_\_ Job Title: \_\_\_\_\_

Kind of Business: \_\_\_\_\_ Phone #: (\_\_\_\_) \_\_\_\_\_

Address: \_\_\_\_\_  
(City) (State) (Zip)

Name of Immediate Supervisor: \_\_\_\_\_ Supervisor's Title: \_\_\_\_\_

Starting Pay (Base): \_\_\_\_\_ Final Pay (Base): \_\_\_\_\_

Reason for Leaving: \_\_\_\_\_

Briefly describe the nature of your work: \_\_\_\_\_  
\_\_\_\_\_

**EDUCATIONAL RECORD:**

High School: 9 10 11 12 (Circle last grade completed.)

Vocational or College: # of Years \_\_\_\_\_ Did you graduate? \_\_\_\_\_ Yes \_\_\_\_\_ No

Please list any additional information about yourself that you believe would help Round Bay Resort in selecting you as an employee. (Abilities, musical skills, public experiences, military service, hobbies, etc.)

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Earliest date that you can start work? \_\_\_\_\_ Latest date you can stay? \_\_\_\_\_

If hired, can you provide verification of legal right to work in the United States? \_\_\_\_\_ Yes \_\_\_\_\_ No

Have you ever been convicted or pleaded guilty to a felony or misdemeanor or pleaded “no-contest” in a felony or misdemeanor matter? (Conviction, pleading guilty, or no-contest will not necessarily disqualify an applicant.)

\_\_\_\_\_ Yes \_\_\_\_\_ No

If “Yes”, explain: \_\_\_\_\_

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**Please read and initial all statements before signing application.**

\_\_\_\_\_ I authorize Round Bay Resort to investigate all statements contained in this application and/or resume supplied.

\_\_\_\_\_ My statements contained in this application and/or resume are true to the best of my knowledge. I understand that any false statements or omissions on this or any other employment form, or provided during the interview, will be sufficient reason not to hire me, and if discovered after employment, may result in my termination.

\_\_\_\_\_ I understand that I am an employee at-will, meaning the company or myself can terminate the relationship at anytime, and for any reason. Any representations to the contrary are not binding upon the company unless signed in writing by the company.

What time of day are you available for a phone interview? \_\_\_\_\_

What time of day are you available for a personal interview? \_\_\_\_\_

**I have read this application carefully and have outlined the information accurately.**

Signature \_\_\_\_\_ Date \_\_\_\_\_

Dear Applicant,

Thank you for your interest in working at Round Bay Resort. We are a family-owned resort and have been in business for 30+ years. Our mission is Excellence in Guest Service. If you can meet the following criteria, we welcome your application:

- Guests come to Round Bay Resort to have a good time. I can come to work with a happy attitude ready to serve others.
- I can be counted on to be on time and work the schedule as posted by my manager. I am aware that Round Bay Resort operates 7 days a week and I am willing to work my share of weekends and holidays.
- Round Bay Resort has a variety of departments and requires a lot of Teamwork. Although I understand I will be assigned to a specific department manager, I am willing to work in any department as needed.
- I am willing to abide by Round Bay Resort appearance standards as follows:
  - Good Grooming and neat appearance are mandatory at Round Bay Resort because of constant guest contact. I am willing to abide by Round Bay Resort appearance standards as follows:
  - I can be reached by phone and have reliable transportation.
  - I understand Round Bay Resort is a zero tolerance company for drugs/alcohol.
  - I am willing to follow Round Bay Resort requirements, please accept my application.

Signature \_\_\_\_\_ Date \_\_\_\_\_