



Submit completed applications to hr@resortgroupinc.com or any office location.

Application for Employment

EMPLOYMENT POSITION			
Position applying for		Date of Application	
How did you hear about this position?		If hired, how soon can you start working?	
APPLICANT INFORMATION			
Last Names(s)	First Name		Middle Name
Current Address		City	State
			Zip Code
Personal Email Address		Home Phone	Mobile Phone
PERSONAL INFORMATION			
Are you eligible to work in the country?			<input type="checkbox"/> Yes <input type="checkbox"/> No
Do you have reliable transportation to and from work?			<input type="checkbox"/> Yes <input type="checkbox"/> No
Do you have a valid drivers license?			<input type="checkbox"/> Yes <input type="checkbox"/> No
Are you 18 years of age or older?			<input type="checkbox"/> Yes <input type="checkbox"/> No
Have you ever applied to or worked for Resort Management?			<input type="checkbox"/> Yes <input type="checkbox"/> No
Will you consent to a Drug and Alcohol test?			<input type="checkbox"/> Yes <input type="checkbox"/> No
Have you ever been convicted of a felony or misdemeanor criminal offense(s)?			<input type="checkbox"/> Yes <input type="checkbox"/> No
If yes, please explain the nature of the offense(s): _____			

What days are you available to work as part of a regular scheduled work week (check all that apply)			
<input type="checkbox"/> Sunday <input type="checkbox"/> Monday <input type="checkbox"/> Tuesday <input type="checkbox"/> Wednesday <input type="checkbox"/> Thursday <input type="checkbox"/> Friday <input type="checkbox"/> Saturday			

Naples
2685 Horseshoe Drive S., 215
Naples, FL 34104

Marco Island
815 Bald Eagle Drive, #201
Marco Island, FL 34145

Bonita Springs
9420 Bonita Beach Drive, 3318
Bonita Springs, FL 34135

LICENSES, SKILLS , QUALIFICATIONS, MEMBERSHIP, RECOGNITION

List the qualifications, professional licenses, certifications, typing/keyboard, computer skills, formal and online training, and other skills and abilities you consider relevant to the position. Please include license or certification number and agency/state issuing license or certification.

List professional organizations, associations, awards, honors, fellowships, and publications you consider significant.

EDUCATION

High School/GED

Name	Location (City/State)	Year Graduated	Degree/Diploma Earned

Technical/Vocational School

Name	Location (City/State)	Year Graduated	Degree/Diploma Earned

College/University

Name	Location (City/State)	Year Graduated	Degree/Diploma Earned

LANGUAGES

List your languages, the appropriate competency levels, and your primary/first spoken/native language using the language standards below. You may only identify one primary/first spoken/native language

Language Indicators

Level 1= Limited Knowledge

Level 3= Fluent

Level 2= Good Working Knowledge

Language

Speak Read Write

Primary Language?

<input type="checkbox"/> Yes	<input type="checkbox"/> No
<input type="checkbox"/> Yes	<input type="checkbox"/> No
<input type="checkbox"/> Yes	<input type="checkbox"/> No

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WORK EXPERIENCE

Include all work experience within the past 5 years. Start with your present or most recent work experience. When describing work, list specific duties/responsibilities and accomplishments. Also list any work experience (regardless of when) that you feel relevant to the position you are apply for. Include supervisory responsibilities (if any) and the number of employees supervised. Include all periods of unemployment and the reason.

Job Title		Hourly Rate	Hours Worked Per Week
Employers Name		Employer Address	
Supervisor's Name	Supervisor's E-mail		Supervisor Phone Number
Dates Employed: From _____ to _____		May we contact your supervisor? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Describe your major duties/responsibilities and accomplishments _____ _____			
Reason(s) for leaving (do not write "N/A") _____			

Job Title		Hourly Rate	Hours Worked Per Week
Employers Name		Employer Address	
Supervisor's Name	Supervisor's E-mail		Supervisor Phone Number
Dates Employed: From _____ to _____		May we contact your supervisor? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Describe your major duties/responsibilities and accomplishments _____ _____			
Reason(s) for leaving (do not write "N/A") _____			

Job Title		Hourly Rate	Hours Worked Per Week
Employers Name		Employer Address	

Supervisor's Name		Supervisor's E-mail		Supervisor Phone Number	
Dates Employed: From _____ to _____			May we contact your supervisor? <input type="checkbox"/> Yes <input type="checkbox"/> No		
Describe your major duties/responsibilities and accomplishments					

Reason(s) for leaving (do not write "N/A")					

Job Title			Hourly Rate	Hours Worked Per Week	
Employers Name			Employer Address		
Supervisor's Name		Supervisor's E-mail		Supervisor Phone Number	
Dates Employed: From _____ to _____			May we contact your supervisor? <input type="checkbox"/> Yes <input type="checkbox"/> No		
Describe your major duties/responsibilities and accomplishments					

Reason(s) for leaving (do not write "N/A")					

Job Title			Hourly Rate	Hours Worked Per Week	
Employers Name			Employer Address		
Supervisor's Name		Supervisor's E-mail		Supervisor Phone Number	
Dates Employed: From _____ to _____			May we contact your supervisor? <input type="checkbox"/> Yes <input type="checkbox"/> No		
Describe your major duties/responsibilities and accomplishments					

Reason(s) for leaving (do not write "N/A")					

REFERENCES

List three personal references who are not relatives or supervisors.

Name	E-mail	Phone Number
Address		Occupation
Name	E-mail	Phone Number
Address		Occupation
Name	E-mail	Phone Number
Address		Occupation

SIGNATURE AND CERTIFICATION

I certify that the facts set forth in this application for employment are true and complete to the best of my knowledge. I understand that if I am employed, false statements on this application shall be considered sufficient cause for dismissal. This company is hereby authorized to make any investigations of my prior educational and employment history. I understand that Resort Management is Drug-Free Workplace and as a condition for employment, I will be required to take and pass a drug test.

I understand that employment at this company is "at will," which means that either I or Resort Management can terminate the employment relationship at any time, with or without prior notice, and for any reason not prohibited by statute. All employment is continued on that basis. I understand that no supervisor, manager, or executive of this company, other than the president, has any authority to alter the foregoing.

This employer will provide the Social Security Administration and, if necessary, the Department of Homeland Security, with information from each new employee's Form I-9 to confirm work authorization.

Resort Management is committed to the principle of equal employment opportunity for all employees and to providing employees with a work environment free of discrimination and harassment. All employment decisions at Resort Management are based on business needs, job requirements and individual qualifications, without regard to race, color, religion or belief, national, social or ethnic origin, sex, age, or any other status or protected class. Resort Management will not tolerate discrimination or harassment based on any of these characteristics.

Signature

Date
