



# EMPLOYMENT APPLICATION

Applications are retained on file for 12 months  
(Please Print or Type. Complete all Sections)

Sky High Camping Resort  
N5740 Sky High Drive  
Portage, WI 53901  
(608) 742-2572

"An Equal Opportunity Employer"

## PERSONAL INFORMATION

Name: \_\_\_\_\_ Soc. Security # \_\_\_\_\_  
Last First Middle

Address: \_\_\_\_\_  
Number Street City State Zip

Telephone: Cell ( ) \_\_\_\_\_ Home ( ) \_\_\_\_\_ Work ( ) \_\_\_\_\_

Email Address: \_\_\_\_\_

Citizenship Status:  U.S.  Permanent Resident  Alien  Other \_\_\_\_\_  
(Proof of Citizenship or Immigration Status will be Required Prior to Employment)

## EMPLOYMENT INFORMATION

Employment Desired:  Weekend Only  Weekend and Weekday Compensation Requirements: \_\_\_\_\_

Position Desired:  Inside Staff Only  Outside Staff Only  Both Inside and Outside Staff

Referral Source:  Advertisement  Friend  Relative  Walk-in  Employment Agency  
 Other \_\_\_\_\_

## EDUCATION INFORMATION

LEVEL	INSTITUTION NAME	YEARS COMPLETED	MAJOR OR SPECIALIZATION	GRADUATED		DEGREE
				Yes	No	
High School						
College/Univ.						
Advanced						
Commercial or Technical						

## CERTIFICATION/SPECIALIZED TRAINING

\_\_\_\_\_  
Certificate Date Acquired Renewal Date License Number

## MILITARY SERVICE

Veteran of U.S. Military Service?  Yes  No If Yes, Branch \_\_\_\_\_

Type of Discharge: \_\_\_\_\_ Member of Reserves?  Yes  No If Yes, Branch \_\_\_\_\_

## EMERGENCY CONTACTS

### Primary Emergency Contact

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

Relationship: \_\_\_\_\_

Phone: \_\_\_\_\_

**EMPLOYMENT EXPERIENCE** (List Chronologically, Beginning with Present Employer)

**1. Current Employer**      **Address**      **Phone Number**      **From Mo/Yr**      **To Mo/Yr**      **Last Salary**

Job Title: \_\_\_\_\_ Supervisor: \_\_\_\_\_  
Work Performed: \_\_\_\_\_  
Reason for Leaving: \_\_\_\_\_

**2. Previous Employer**      **Address**      **Phone Number**      **From Mo/Yr**      **To Mo/Yr**      **Last Salary**

Job Title: \_\_\_\_\_ Supervisor: \_\_\_\_\_  
Work Performed: \_\_\_\_\_  
Reason for Leaving: \_\_\_\_\_

**3. Previous Employer**      **Address**      **Phone Number**      **From Mo/Yr**      **To Mo/Yr**      **Last Salary**

Job Title: \_\_\_\_\_ Supervisor: \_\_\_\_\_  
Work Performed: \_\_\_\_\_  
Reason for Leaving: \_\_\_\_\_

**MISCELLANEOUS**

Have you ever filed an application with us before?     Yes     No    If Yes, when? \_\_\_\_\_

Have you ever worked for us before?     Yes     No    If Yes, when? \_\_\_\_\_

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

Are any of your relatives (including in-laws) currently employed by our Company?     Yes     No    If Yes,

Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Have you ever been convicted of a felony within the last seven (7) years?     Yes     No

If Yes, Date: \_\_\_\_\_ Place: \_\_\_\_\_

Charge: \_\_\_\_\_ Disposition: \_\_\_\_\_

Do you have a valid driver's license:     Yes     No    If No, Reason: \_\_\_\_\_

Is there anything that would prevent you from employment consideration with our Company?     Yes     No

If Yes, details: \_\_\_\_\_

Have you ever been discharged or asked to resign from a position?     Yes     No

If Yes, details: \_\_\_\_\_

Why do you wish to make a job change at this time? \_\_\_\_\_

Are you able to perform the essential job functions of the position you are applying for (i.e., weekends, arrive timely)?

Yes  No

Do you require any special accommodations?  Yes  No If Yes, please explain: \_\_\_\_\_

---

**REFERENCES**

---

**Personal (Excluding Relatives)**

---

Name	Address	Phone	Association
1.			
2.			
3.			

**Business/Professional**

---

Name	Place of Employment/Occupation	Phone	Association
1.			
2.			
3.			

---

**APPLICANT STATEMENT**

---

I certify that the information I have provided herein is true and complete, and I realize that misrepresentation or omissions will disqualify me from employment consideration or may be cause for my discharge. I affirm that I have a genuine intent in employment with Sky High Camping Resort, Inc. (hereinafter "the Company") and no other purposes in applying for a job with the Company. I further understand that any derogatory information discovered may prevent my being hired or, if hired, may subject me to immediate discharge.

I authorize the Company to investigate or have an investigative agency investigate all statements contained in this application and/or resumé submitted, including information pertaining to my personal history, education, criminal conviction record and financial/credit record. I also authorize all of my current and/or previous employers, references, credit reporting agencies/bureaus, educational institutions and any other person(s), institutions or agencies contacted by the Company to provide all records and information as requested by the Company either prior to, during or after my employment, and I release all parties, including Sky High Camping Resort, Inc., from any and all liabilities arising from such disclosures.

I agree not to publish or disclose to anyone outside the Company, or use in anything other than the Company's business, any trade secrets or confidential, technical or business information or material from the Company, either prior to, during or after employment with the Company, except with the Company's written permission.

In consideration of my employment, I agree to conform to and abide by the rules, regulations, policies and procedures of Sky High Camping Resort, Inc. I understand that my employment benefits and compensation can be terminated with or without cause, and with our without notice, at any time, at the option of either the Company or myself. I understand that no employee, representative or agent of Sky High Camping Resort, Inc. has the authority to enter into any oral or written agreement for employment for any period of time or to make or imply any agreement contrary to the foregoing. I further understand that this document, any employment interviews or any offer of employment does not constitute an employment contract and that any employment with Sky High Camping Resort, Inc. is strictly on an at-will basis.

If employed by Sky High Camping Resort, Inc., I understand that I will receive a copy of the Sky High Camping Resort, Inc. Company Employee Handbook, which outlines the Company benefits, policies and procedures, as well as my employment responsibilities. I understand that it is my responsibility to read, know and follow all policies contained within this Handbook. I also understand that the information contained within this Handbook is subject to change as situations warrant, and the Company has the right to amend this information unilaterally, with our without prior notice. I also understand changes in the policies may supersede, modify or eliminate the policies contained in the Handbook, in any way whatsoever, without prior notice.

If my employment with Sky High Camping Resort, Inc. is terminated, I understand and agree that the Company has no liability for wages or benefits except such as may have been earned up to the date of such termination. I understand that the Company can change wages, benefits and conditions of employment at any time without prior notification.

I understand and agree that any offer of employment by Sky High Camping Resort, Inc. to me is contingent on my ability to perform the essential job functions of the position which may be offered. I further understand and agree that if I am unable to perform such job functions with reasonable accommodation that such offer of employment may be revoked or rescinded by Sky High Camping Resort, Inc. at any time with or without notice.

I understand and agree to all parameters as outlined in the above statement as attested by my signature below, I also certify that I am willing to have a photocopy or facsimile of this authorization accepted with the same authority as the original.

**Applicant Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

---

**FOR ADMINISTRATIVE USE ONLY**

---

A \_\_\_\_\_ I \_\_\_\_\_ O \_\_\_\_\_ H \_\_\_\_\_  
(Date) (Date) (Date) (Date)

Job Title: \_\_\_\_\_

Remarks: \_\_\_\_\_