

EMPLOYMENT HISTORY

PRESENT OR MOST RECENT POSITION:

May we contact your present employer about you?

Yes No

Employer:	Dates of Employment Month/Year		Salary	Average Hrs. per Week
Address:	From	To	Start \$	
	/	_/_	Final \$	

Telephone _____ Name and Title of Supervisor _____

Reason for Leaving _____

Duties _____

Employer:	Dates of Employment Month/Year		Salary	Average Hrs. per Week
Address:	From	To	Start \$	
	/	_/_	Final \$	

Telephone _____ Name and Title of Supervisor _____

Reason for Leaving _____

Duties _____

Dates of Employment	Salary	Average		
Employer:		Month/Year		Hrs. per Week
Address:		From	To	Start \$
		/	_/_	Final \$

Telephone _____ Name and Title of Supervisor _____

Reason for Leaving _____

Duties _____

OTHER QUALIFICATIONS

- Data Entry or Key Boarding Skills @ _____ words per minute
- Power Tools or Motor Equipment (list tools and equipment below)
- Computer Skills (list specific hardware and/or software below)
- Other (list below)

List below any additional information you consider pertinent to your application for employment.

GENERAL INFORMATION

Have you ever been dismissed or asked to resign from any position for reasons other than disability? Yes No
If yes, please explain.

Have you ever been convicted of an offense in an adult court? Yes No
If yes, please explain.

If hired can you provide written evidence that you are authorized to work in the United States? Yes No
If yes, please identify the written evidence you expect to rely upon.

REQUIRED SIGNATURE

In order to expedite processing of your application, please be sure you have signed and dated the form below and that you have answered every question clearly and completely.

As a condition of any employment, I understand and agree that:

1. Misrepresentations: I certify that all the statements herein are true and correct and understand that any misrepresentation or deliberate omission of a fact in my application may be justification for refusal of, or if employed, termination of my employment.
2. Work History Investigation: It is my understanding that Chesapeake Bay Golf Club will thoroughly investigate my work history and may verify all data given in my application for employment. I authorize such investigation and the giving and receiving of any information requested by CBGC and I release from liability any person giving or receiving any such information. I understand that should any statement I made be false, misleading, or erroneous, it may result in the rejection of my application or in my discharge from employment by CBGC.
3. Employment At Will: I understand that the employer follows an "employment at will" policy, in that I or the employer may terminate my employment at any time, or for any reason consistent with applicable state and federal law; this "employment at will" policy cannot be changed verbally or in writing, unless the change is specifically authorized in writing by the chief operating officer of this organization. I understand that this application is not a contract of employment. I understand that federal law prohibits the employment of unauthorized aliens; all persons hired must submit satisfactory proof of employment authorization and identity; failure to submit such proof will result in denial of employment.
4. Agreement for Common Law Arbitration of Employment Dispute: I understand and agree that if employed, a condition of my employment is that any controversy that may arise between myself as employee and CBGC as employer relating to the interpretation, validity, construction, or performance of this agreement, including without limitation, any claimed Employer discriminatory employment practices arising under the Americans With Disabilities Act (ADA), Age Discrimination in Employment Act (ADEA), Family Medical Leave Act (FMLA), Older Workers Benefit Protection Act (OWBPA), Employees Retirement Income Security Act (ERISA), Civil Rights Act, Title VII, Rehabilitation Act, Occupational Health and Safety Act (OSHA) and Fair Labor Standards Act (FLSA), shall be subject to binding arbitration as provided by the laws of the State of Maryland. Any common law arbitration required shall follow the procedures outlined below:
 - 4.1 Either party may demand in writing that the dispute be submitted to arbitration within fifteen (15) days after such dispute arises. The demand shall include the name of the arbitrator appointed by the party demanding arbitration and a statement of the matter in controversy.
 - 4.2 Within fifteen (15) days after such demand, the other party must appoint an arbitrator. If the other party fails to appoint a second arbitrator, the arbitrator named by the party demanding arbitration shall select a second arbitrator (or by an appropriate entity such as the American Arbitration Association) within fifteen (15) days after the second arbitrator is selected. The two selected arbitrators shall, within fifteen (15) days, appoint a third person to act as an arbitrator.
 - 4.3 The arbitrators shall have the power to appoint the time and place for the arbitration hearing and the manner in which written notice of the hearing shall be served on all interested parties. The arbitrators will have the authority to adjourn and reconvene the hearing as they deem necessary. For good cause shown and upon request by a party, the arbitrators shall have the authority to postpone the

hearing to a time not later than fifteen (15) days subsequent to the first scheduled hearing date. The powers of the arbitrators shall be exercised by a majority of the arbitrators.

- 4.4 Each party shall bear its own arbitration costs and expenses. These costs and expenses shall include, but not be limited to, the fees and expenses of the arbitrators appointed by the parties in preparing for and conducting the hearing and in deciding the controversy, and any additional expense for postage, photocopying, express and messenger delivery charges, long distance telephone charges and travel expenses. Each party shall pay fifty (50%) percent of the fee and similar costs of the third arbitrator.
- 4.5 The award rendered by the majority of the arbitrators pursuant to this agreement shall be final and binding on all parties, subject to the statutory provisions of the laws of the State of Maryland regarding the vacation or modification of a common law arbitration award upon a showing of fraud, misconduct, corruption or other irregularity causing the rendition of an unjust, inequitable or unconscionable award. Notice of the award shall be mailed to each of the parties by certified mail not later than ten (10) days after the conclusion of the hearing. A judgment or decree in conformity with the award may be entered by a court of competent jurisdiction on application of either party.
- 4.6 The parties agree that the provisions of this agreement are a complete defense to any suit in law or equity with respect to any controversy arising during the period of this agreement. These arbitration provisions shall survive the termination or expiration of this agreement.

I have read and understand the above.

Signature: _____

Date: _____