



**CANYON LAKE  
PROPERTY OWNERS ASSOCIATION**  
31512 RAILROAD CANYON ROAD  
CANYON LAKE, CA 92587 (951) 244-6841

# APPLICATION FOR EMPLOYMENT

We consider applicants for all positions without regard to race, color, religion, creed, gender, national origin, age, disability, marital or veteran status, or any other legally protected status.

(PLEASE PRINT)

Position(s) Applied For \_\_\_\_\_

How Did You Learn About Us?

Advertisement  Friend  Inquiry  Employment Agency  Relative  Other \_\_\_\_\_

Last Name

First Name

Middle Name

Address

Number

Street

City

State

Zip Code

Telephone Number(s)

Social Security Number (voluntary)

Best time to contact you at home is: \_\_\_\_\_:\_\_\_\_\_ AM  
PM

If you are under 18 years of age, can you provide required proof of your eligibility to work?  Yes  No

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

Have you ever been employed with us before? If Yes, give date \_\_\_\_\_  Yes  No

Do any of your friends or relative, other than spouse, work here?  Yes  No

If Yes, state name, relationship and location \_\_\_\_\_

Are you currently employed?  Yes  No

Are you prevented from lawfully becoming employed in this country because of Visa or Immigration Status?

*Proof of citizenship or immigration status will be required upon employment*  Yes  No

Date available for work \_\_\_\_\_ What is your desired salary range? \_\_\_\_\_

Are you available to work:

Full Time (Please indicate 1 2 3 shift)  Part Time (Please indicate Mornings Afternoon Evenings)

Temporary (Please indicate dates available \_\_\_\_\_ - \_\_\_\_\_)

Are you currently on "lay-off" status and subject to recall?  Yes  No

Can you travel if a job requires it?  Yes  No

Have you ever been convicted of a felony?  Yes  No

## EDUCATION

School	Name and Address of School	Course of Study	No. of Years Completed	Diploma / Degree
High School				
Undergraduate College				
Graduate/Professional				
Other (Specify)				

## ADDITIONAL INFORMATION

State any additional information you feel may be helpful to us in considering your application, including any job related training in the U.S. Military.

Note to Applicants: DO NOT ANSWER THIS QUESTION UNLESS YOU HAVE BEEN INFORMED ABOUT THE REQUIREMENTS OF THE JOB FOR WHICH YOU ARE APPLYING. Are you capable of performing in a reasonable manner, with or without a reasonable accommodation, the activities involved in the job or occupation for which you have applied? A review of the activities involved in such a job or occupation has been given.  YES  NO

WE ARE AN EQUAL OPPORTUNITY EMPLOYER

## EMPLOYMENT EXPERIENCE

Start with your present or last job. Include any job-related military serve assignments and volunteer activities. Exclude organizations which indicate race, color, religion, gender, national origin, disabilities or other protected status.

Employer	Dates Employed		Work Performed
	From	To	
Address			
Telephone Number(s)	Hourly Rate/Salary		
Starting/Present Job Title	Starting	Final	
Supervisor			
Reason for Leaving	May We Contact <input type="checkbox"/> Yes <input type="checkbox"/> No		

Employer	Dates Employed		Work Performed
	From	To	
Address			
Telephone Number(s)	Hourly Rate/Salary		
Starting/Present Job Title	Starting	Final	
Supervisor			
Reason for Leaving	May We Contact <input type="checkbox"/> Yes <input type="checkbox"/> No		

Employer	Dates Employed		Work Performed
	From	To	
Address			
Telephone Number(s)	Hourly Rate/Salary		
Starting/Present Job Title	Starting	Final	
Supervisor			
Reason for Leaving	May We Contact <input type="checkbox"/> Yes <input type="checkbox"/> No		

## REFERENCES Do not include family members or past supervisors.

Name	Phone Number	Best Time to Call	Occupation
1.			
2.			
3.			

## APPLICANT'S STATEMENT

### Please Read Carefully, Initial Each Paragraph and Sign Below

- \_\_\_ I hereby certify that the answers given by me in this application or interview(s) are true and correct. I understand that any omission or misstatement of material fact on this application or on any document used to secure employment or during any interview(s) shall be grounds for rejection of this application or for immediate discharge if I am employed, regardless of the time elapsed before discovery.
- \_\_\_ This application or employment shall be considered active for a period of time not to exceed 45 days. If I wish to be considered for employment beyond this time period, I must inquire whether or not applications are being accepted at that time.
- \_\_\_ I hereby authorize Canyon Lake Property Owners Association (the "Company") to thoroughly investigate my references, work record, education and other matters related to my suitability for employment and, further, authorize the references I have listed to disclose to Company any and all letters, reports and other information related to my work records, without giving me prior notice of such disclosure. In addition, I hereby release Company, my former employers and all other persons, corporations, partnerships and associations from any and all claims, demands or liabilities, arising out of or in any way related to such investigation or disclosure.
- \_\_\_ I understand that nothing contained in the application, or conveyed during any interview or during my employment, if hired, is intended to create an employment contract between me and Company. In addition, I understand and agree that if I am employed, my employment is of an "at-will" nature, which means that it is for no determinable period and may be terminated at any time, with or without cause or advance notice, at the option of either myself or Company, and that no promises or representations contrary to the foregoing are binding on Company unless made in writing and signed by me and Company's designated representative.
- \_\_\_ I understand that any offer of employment will be conditioned upon me submitting to and passing testing procedures designed to detect the presence of illicit drugs and/or alcohol, pursuant to Company's Substance Abuse Policy.
- \_\_\_ Should a search of public records (including records documenting an arrest, indictment, conviction, civil judicial action, tax lien or outstanding judgment) be conducted by internal personnel employed by Company, I am entitled to copies of any such public records obtained by Company unless I mark the check box below. If I am not hired as a result of such information, I am entitled to a copy of any such records even though I have checked the box below.
- I waive receipt of a copy of any public record described in the paragraph above.

\_\_\_\_\_  
Signature of Applicant

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