



APPLICATION FOR EMPLOYMENT

Human Resources Department
 1001 Army Road – Kingwood, WV 26537 - ☎304-791-7001 - 📠304-791-7004

Camp Dawson Event Center (CDEC) is an equal opportunity employer and does not discriminate against otherwise qualified applicants on the basis of race, color, creed, religion, ancestry, age, sex, marital status, national origin, disability or handicap, or veteran status.

Please print or type. Incomplete information could disqualify you for further consideration.

PERSONAL INFORMATION

Full Name _____

Street Address _____

Mailing Address (if different) _____

City _____

State _____

Zip _____

Home Phone _____

Cell Phone _____

Email _____

Are you a U.S Citizen? Yes No If No, Are you permitted to work in the United States? Yes No

If selected for employment are you willing to submit to a pre-employment screening drug test? Yes No

Have you ever been convicted of a felony? Yes No If yes, explain on back of job application _____

POSITION

Position you are applying for _____

Available start date _____

Desired pay _____

Desired employment: Full-time Part-time Temporary On-Call Are you currently employed? Yes No

Are you available to work any shift? Yes No

Are you available to work weekends? Yes No

Are you of age of to serve alcohol? (only when applying for the restaurant) Yes No

KNOWLEDGE, SKILLS, ABILITIES (KSAs)

Why do you want to work for Camp Dawson Event Center? _____

Are you able to perform the essential functions of the job for which you are applying, with or without reasonable accommodations? Yes No

List some of your KSAs that are useful to the job you are applying for.

EDUCATION

High School	City & State	Did you graduate? Yes <input type="checkbox"/> No <input type="checkbox"/>
College or University	City & State	Degree received
Trade/Business or other School	City & State	Degree received

EMPLOYMENT HISTORY

Company	Company Phone
---------	---------------

Address

Job Title	Name Supervisor		
Start Date	Starting Pay Rate	Separation Date	Ending Pay Rate
Reason for leaving		May we contact this company for a reference? Yes <input type="checkbox"/> No <input type="checkbox"/>	

Company	Company Phone
---------	---------------

Address

Job Title	Name Supervisor		
Start Date	Starting Pay Rate	Separation Date	Ending Pay Rate
Reason for leaving		May we contact this company for a reference? Yes <input type="checkbox"/> No <input type="checkbox"/>	

Company	Company Phone
---------	---------------

Address

Job Title	Name Supervisor		
Start Date	Starting Pay Rate	Separation Date	Ending Pay Rate
Reason for leaving		May we contact this company for a reference? Yes <input type="checkbox"/> No <input type="checkbox"/>	

REFERRAL SOURCE

How did you hear about us? Advertisement Website Someone working at CDEC Someone working at Camp Dawson

Have you ever worked at Camp Dawson before? Yes No If yes, when and what department?

Do you have any relatives who currently work at Camp Dawson? Yes No Name:

Were you referred by a Camp Dawson Event Center employee? Yes No Name:

MILITARY SERVICE

Branch

From

To

Rank at discharge

Type of discharge

If other than Honorable, explain here.

Branch

From

To

Rank at discharge

Type of discharge

If other than Honorable, explain here.

DISCLAIMER AND SIGNATURE

I certify that the information obtained in this application is true and complete. I understand that any misstatement, omission, falsification or misrepresentation of facts in this application may disqualify me from consideration for employment or, if I am hired, may result in disciplinary action up to and including discharge from employment.

I authorize Camp Dawson Event Center, in order to evaluate me for employment purposes, to contact any or all of my previous employers, references and educational institutions, and otherwise investigate my suitability for employment, character, general reputation, personal characteristics, work habits, skills and abilities. I understand that Camp Dawson Event Center may conduct a criminal background check in connection with its considerations of me for employment. I understand that the results of any investigation of me may be disclosed to CDEC Human Resources Department, and I consent to such disclosure.

I acknowledge and agree that this employment application is not a contract or legal guarantee for employment. If hired by Camp Dawson Event Center, I understand that any such employment is at will, is not for any specific term, and may and can be terminated at any time, with or without advance notice, and with or without cause, at the option of Camp Dawson Event Center or myself.

If hired, I agree to comply with all rules, regulations and operating procedures established by Camp Dawson Event Center.

I have read and fully understand the above statement and conditions of employment.

Applicant's Signature

Date