



# RIVER'S EDGE RESORT

Hotel, RV Park, Chena's Restaurant,  
Catering & Convention Center  
4200 Boat Street, Fairbanks AK 99709  
Telephone 907 474 0286 Fax 907 474 3665  
www.riversedge.net info@riversedge.net

## APPLICATION FOR EMPLOYMENT

Date Today: \_\_\_\_\_ Position Applying For: \_\_\_\_\_

Name:

Last

First

Middle

Address:

Street/Mailing

City

State

Zip Code

Home Phone \_\_\_\_\_ Message/Cellphone \_\_\_\_\_  
(Area Code) Number (Area Code) Number

How did you here about us?  Newspaper Ad  River's Edge Employee  Job Fair  School  On my own  Other

Type of work sought?  Full Time  Part Time  Seasonal  Year Round

Have you applied at River's Edge Resort before?  Yes  No If yes, when? \_\_\_\_\_

Have you been employed at River's Edge Resort before?  Yes  No If yes, when? \_\_\_\_\_

Are any relatives employed at River's Edge Resort?  Yes  No If yes, who? \_\_\_\_\_

Are you currently employed?  Yes  No If yes, where? \_\_\_\_\_

May we contact your current employer?  Yes  No If yes, telephone: \_\_\_\_\_

Will you accept a position other than the one applied for?  Yes  No If yes, what? \_\_\_\_\_

Will you accept shift work and split days-off?  Yes  No If no, why? \_\_\_\_\_

First date available for work: \_\_\_\_\_ Last date available to work: \_\_\_\_\_

Some positions have age requirements. Are you:  16 or over  18 or over  21 or over

Can you, upon employment, submit verification of your legal right to work in the United States?  Yes  No

Have you ever been convicted of a felony or been released from prison for a felony in the last 7 years?  Yes  No

*A conviction record will not necessarily bar you from employment.*

### Education

Print Name, City & State for each school attended	Circle last year completed	Course or Major	Degree Received
High School	1 2 3 4		
College	1 2 3 4		
Graduate or Business or Trade School	1 2 3 4		

*Qualified applicants will receive consideration for employment without discrimination on the basis of sex, marital status, race, color, creed, national origin, age, religion, parenthood, sexual orientation, or the presence of a disability.*

## Military Duty

Have you ever served in a branch of the U.S. Armed Forces? If yes, in what branch? \_\_\_\_\_

Dates of duty: From: \_\_\_\_\_ Mo/Yr To: \_\_\_\_\_ Mo/Yr Rank at Separation \_\_\_\_\_

Briefly describe duties and any special training: \_\_\_\_\_

## Skills

List any business skills, computer skills, machine or language skills you feel would be pertinent to your application:

\_\_\_\_\_

## Employment History

Starting with your present or most recent employer, please list previous employers

Company	Street or Mailing Address	City, State, Zip Code	Telephone
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Your Job Title	Employed From - To (Mo/Yr)	Supervisor(s) Name
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Company	Street or Mailing Address	City, State, Zip Code	Telephone
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Your Job Title	Employed From - To (Mo/Yr)	Supervisor(s) Name
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Company	Street or Mailing Address	City, State, Zip Code	Telephone
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Your Job Title	Employed From - To (Mo/Yr)	Supervisor(s) Name
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## References

Name	Company	Phone
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\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Please list any reason known to you why you might not be able to consistently and promptly perform any of the duties of the position you have applied for:

*Applicant Information Release – Please read carefully and sign below or your application for employment cannot be processed:*

*I agree that falsified information or significant omissions may disqualify me from further consideration and may be considered justification for dismissal if discovered at a later date. I hereby authorize all persons, schools, companies, law enforcement agencies, including the National Personnel Records Center or other custodian of my U.S. Military records, to release information to River's Edge Resort and its' agents. I understand that any potential employment relationship with River's Edge Resort is of an "at will" nature, and may be terminated with or without cause, and with or without notice as lawfully prescribed, at any time at the option of either myself or River's Edge Resort. I understand that River's Edge Resort is a Drug/Smoke Free Workplace. Smoking is allowed only in designated smoking areas and a negative Drug Test as conducted within a certified program by River's Edge Resort will be required as a term of pre-employment. I also understand that I will be required to abide by all rules and policies of River's Edge Resort.*

**Applicant's Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

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