

**Brae Burn Country Club**  
39 Brae Burn Dr, Purchase,  
New York, 10577 (914) 761-8300



Brae Burn Country Club is an equal opportunity employer. This application will not be used for limiting or excluding any applicant from consideration for employment on a basis prohibited by local, state, or federal law. Should an applicant need reasonable accommodation in the application process, please contact a company representative.

Please fill out all of the sections below:

Date of Application \_\_\_\_\_

**Applicant Information**

**Applicant Name:** \_\_\_\_\_  
**Street Address:** \_\_\_\_\_  
**City, State and Zip Code:** \_\_\_\_\_  
**Telephone Number:** \_\_\_\_\_  
**Email Address:** \_\_\_\_\_

**Employment Position**

**Position(s) applying for:** \_\_\_\_\_

How did you hear about this position? \_\_\_\_\_  
What days are you available for work? \_\_\_\_\_  
What hours or shift are you available for work? \_\_\_\_\_  
If needed, are you available to work overtime? \_\_\_\_\_  
On what date can you start working if you are hired? \_\_\_\_\_  
Do you have reliable transportation to and from work? \_\_\_\_\_  
Salary or hourly wage desired: \_\_\_\_\_

**Personal Information**

Do you have any friends, relatives, or acquaintances working for Brae Burn Country Club? Yes No  
If yes, state name & relationship: \_\_\_\_\_

Are you 18 years of age or older? Yes No

Are you a U.S. citizen, lawful permanent resident of the U.S., temporary resident, refugee or asylee?  
Yes No

Will you require Brae Burn to sponsor you to obtain, maintain or extend your employment authorization?  
Yes No

*(Note: Federal law requires that employers hire only individuals who are authorized to be lawfully employed in the U.S. To comply with this law, all offers of employment at Brae Burn are subject to, among other things, verification of the applicant's identity and employment authorization. All applicants who are hired must satisfy the Form I-9 requirements when they begin work functions.)*

Would you consent to a mandatory controlled substance test? Yes No

Are you able to perform the essential functions of the job with or without a reasonable accommodation?  
Yes No

*(Note: Brae Burn Country Club complies with the ADA and considers reasonable accommodation measures that may be necessary for eligible applicants/employees to perform essential functions.)*

**Job Skills/Qualifications** - Please list below the skills and qualifications you possess for the position for which you are applying:

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**Education and Training:**

**High School**

Name	Location (City, State)	Did you Graduate?	Degree Earned

**College/University**

Name	Location (City, State)	Did you Graduate?	Degree Earned

**Vocational School/Specialized Training**

Name	Location (City, State)	Did you Graduate?	Degree Earned

**Military:**

Are you a member of the Armed Services?

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In what branch of the military did you serve?

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How many years did you serve in the military?

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**Previous Employment**

**Employer Name:**

Job Title: \_\_\_\_\_  
Supervisor Name: \_\_\_\_\_  
Employer Address: \_\_\_\_\_  
City, State and Zip Code: \_\_\_\_\_  
Employer Telephone: \_\_\_\_\_  
Dates Employed: \_\_\_\_\_  
Reason for leaving: \_\_\_\_\_

**Employer Name:**

Job Title: \_\_\_\_\_  
Supervisor Name: \_\_\_\_\_  
Employer Address: \_\_\_\_\_  
City, State and Zip Code: \_\_\_\_\_  
Employer Telephone: \_\_\_\_\_  
Dates Employed: \_\_\_\_\_  
Reason for leaving: \_\_\_\_\_

**Employer Name:**

Job Title: \_\_\_\_\_  
Supervisor Name: \_\_\_\_\_  
Employer Address: \_\_\_\_\_  
City, State and Zip Code: \_\_\_\_\_  
Employer Telephone: \_\_\_\_\_  
Dates Employed: \_\_\_\_\_  
Reason for leaving: \_\_\_\_\_

**References:**

Please provide 1 personal and 1 professional reference(s) below:

Reference	Contact Information

**AT-WILL EMPLOYMENT**

The relationship between employees and Brae Burn Country Club is referred to as "employment at will." This means that employment can be terminated at any time for any reason, with or without cause, with or without notice, by the employee or Brae Burn Country Club. No representative of Brae Burn Country Club has authority to enter into any agreement contrary to the foregoing "employment at will" relationship. If hired, you understand that your employment is "at will," and that you acknowledge that no oral or written statements or representations regarding your employment can alter your at-will employment status.

**Authorization:** I certify that the facts in this application are true and complete to the best of my knowledge and understand that if employed, falsified statements on this application shall be grounds for dismissal.

During the application process and, if hired, during employment, I agree to participate (if so requested by Brae Burn and as not prohibited by applicable law) in testing to determine whether employees are under the influence of controlled drugs or illegal substances. Such tests or examinations will be performed by qualified professionals selected by Brae Burn.

I authorize investigation of all statements contained on this application and the references and employers listed above to give you any and all information concerning my previous employment and any pertinent information they may have, personal or otherwise and release the company from all liability for any damage that may result from utilization of such information.

I also affirm that I have not signed any kind of restrictive document creating any obligation to any former employer that would restrict my acceptance of employment with Brae Burn in the position I am seeking.

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

Interviewed By \_\_\_\_\_ Date \_\_\_\_\_