



**OAKWOOD SWIM & RACQUET CLUB 2023  
Employee Application**

**Return completed form to** – emailed to [oakwoodswimanddive@gmail.com](mailto:oakwoodswimanddive@gmail.com); PO BOX 9303, Mobile, AL 36691; or drop off at the Clubhouse – 5260 Perin Rd, Mobile, AL 36693

NAME \_\_\_\_\_ DOB: \_\_\_\_\_

ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

CELL PHONE \_\_\_\_\_ EMAIL \_\_\_\_\_

\*\* Please note that Oakwood communicates primarily through email and cell phone (text).

**AVAILABILITY:**

Start Date Available: \_\_\_\_\_

Anticipated End Date: \_\_\_\_\_

Days and Times available to work: \_\_\_\_\_

Known dates not available: (ex: vacation, etc....) \_\_\_\_\_

***Please check below the certifications you currently hold –use second line to include expiration date/year or date anticipated to receive if not obtained yet.***

\_\_\_\_ Red Cross Lifeguard (Certified or Expected Completion) Date: \_\_\_\_\_

\_\_\_\_ WSI (Certified or Expected Completion) Date: \_\_\_\_\_

\_\_\_\_ First Aid (Certified or Expected Completion) Date: \_\_\_\_\_

\_\_\_\_ CPR (Certified or Expected Completion) Date: \_\_\_\_\_

**JOB EXPERIENCE IF APPLICABLE VOLUNTEERING OR PAID:**

1. Company Name: \_\_\_\_\_ Dates Worked: \_\_\_\_\_

Reference/Supervisor name and contact #: \_\_\_\_\_

Position/Duties: \_\_\_\_\_

1. Company Name: \_\_\_\_\_ Dates Worked: \_\_\_\_\_

Reference/Supervisor name and contact #: \_\_\_\_\_

Position/Duties: \_\_\_\_\_

If more than 2 years, indicate total number of years of experience: \_\_\_\_\_

**PERSONAL INVOLVEMENT EXPERIENCE:**

1. Club/Organization Name: \_\_\_\_\_

Position/Duties: \_\_\_\_\_

Dates Worked: \_\_\_\_\_

Reference/Supervisor contact #: \_\_\_\_\_

2. Club/Organization Name: \_\_\_\_\_

Position/Duties: \_\_\_\_\_

Reference/Supervisor contact #: \_\_\_\_\_

Dates Worked: \_\_\_\_\_

If more than 2 clubs/organizations, total number of years' experience: \_\_\_\_\_

**SCHOOL EXPERIENCE:**

High School/College attending: \_\_\_\_\_

Current year: \_\_\_\_\_ Year completed: \_\_\_\_\_

Club/Activities/Sports: \_\_\_\_\_

Awards/Honors/Leadership: \_\_\_\_\_

**References: Please list people other than family and peers: (ex: teachers, coaches, etc....)**

Name: \_\_\_\_\_ Profession: \_\_\_\_\_

Contact Number: \_\_\_\_\_ Years known: \_\_\_\_\_

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Contact Number: \_\_\_\_\_ Years known: \_\_\_\_\_

**Emergency Notification**

Name/Relation: \_\_\_\_\_ Phone#: \_\_\_\_\_

Name/Relation: \_\_\_\_\_ Phone#: \_\_\_\_\_

**Physical Limitations/Allergies**

I certify/attest that I have not been convicted, pleaded no contest, been placed on probation; or had adjudication withheld for the commission of any crime, other than minor traffic violations, in the United States or any foreign country.

I further certify that I do not currently have criminal charges pending against me. If accepted for employment, I agree to comply with the rules and policies of said club and the position to which I am assigned.

This is to inform you that as part of our procedures for processing your employment application, or otherwise determining your eligibility for a position with our club, information may be obtained through personal and/or telephone interviews with third parties, such as previous employers, business associates, friends, neighbors, educational institutions or other with whom you are acquainted. If employed by Oakwood Swim & Racquet Club, prior to you working, you will be required to submit Federal/State work related document which may include Social Security card, tax forms, and copy of current lifeguard certifications (Class signup receipt if not certified yet) etc....

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

**Office Use Only**

Position application: \_\_\_\_\_ Date Rejected: \_\_\_\_\_

Date Received: \_\_\_\_\_ Certifications received: \_\_\_\_\_

Date of Interview: \_\_\_\_\_ Date Hired: \_\_\_\_\_