

**APPLICATION FOR EMPLOYMENT – ENCORE, INC.**

Encore, Inc. is an Equal Opportunity Employer

2636 Shadelands Dr., Walnut Creek, CA 94598

Ph. (925) 932-1033 Fax (925) 932-0610

Office@EncoreGym.com

www.EncoreGym.com

**For Office Use Only**

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

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

Interviewed by: \_\_\_\_\_

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

References called: 1 2 3 4

**PERSONAL INFORMATION**

Name \_\_\_\_\_ E-mail: \_\_\_\_\_

Address \_\_\_\_\_ Home phone (\_\_\_\_) \_\_\_\_\_ Cell (\_\_\_\_) \_\_\_\_\_

Can you work mornings? Yes [ ] No [ ] Can you work Saturdays? Yes [ ] No [ ]

Are you 18 or more years old? Yes [ ] No [ ] If No, can you submit a work permit? Yes [ ] No [ ]

If hired, can you submit verification of your legal right to work in the United States? Yes [ ] No [ ]

Are you able to satisfactorily perform the essential job duties required of the position you are applying for, with or without reasonable accommodation? Yes [ ] No [ ]

Some of the essential job duties for coaching/teaching and trainee positions are: being able to keep a constant level of high energy while coaching/instructing; working well with children and parents; lifting and spotting children and adults of all shapes and sizes; being flexible at all times; standing for an entire shift while teaching.

Do you have a valid driver's license? (only required if you are applying for a job which requires driving) Yes [ ] No [ ]

If Yes, licensing State \_\_\_\_\_ Class: \_\_\_\_\_ Expiration date: \_\_\_\_\_

**EMPLOYMENT DESIRED**

Position desired \_\_\_\_\_ Pay rate desired \$ \_\_\_\_\_ Date you can start \_\_\_\_\_

Referred by \_\_\_\_\_ How did you find out about this position? \_\_\_\_\_

Have you ever applied to Encore before? Yes [ ] No [ ] When? \_\_\_\_\_

Have you ever worked for Encore before? Yes [ ] No [ ] If Yes, reason for leaving: \_\_\_\_\_

**YOUR AVAILABILITY**

Days you are available (circle all that apply)	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Times you are available							

**EDUCATIONAL HISTORY** Include all schools, colleges and other educational programs attended.

School Name, City, State	Years Completed (Circle one)	Diploma or Degree	Course of Study or Major	Special Training, Experience, Skills, Extra-Curricular Activities
High School:	9 10 11 12			
College/University:	1 2 3 4			
Graduate/Professional:	1 2 3 4			
Other:				

**EXPERIENCE**

Gymnastics	
Dance	
Climbing	
Other Sports	
Experience with children	
First Aid/CPR cert.	
List any special interests or hobbies:	
List any activities you participate in that may interfere with your work schedule (including seasonal activities, such as sports, etc.):	

**EMPLOYMENT EXPERIENCE** Start with your current or last job (including military service, if any). Account for all periods of time, including any periods of unemployment. (Attach additional sheets if necessary)

<b>Current or Last Employer</b>			
Name _____	Address _____	Phone _____	
From _____ to _____	Position _____	Duties _____	
Supervisor _____	Reason for Leaving _____		
<b>Prior Employer 1</b>			
Name _____	Address _____	Phone _____	
From _____ to _____	Position _____	Duties _____	
Supervisor _____	Reason for Leaving _____		
<b>Prior Employer 2</b>			
Name _____	Address _____	Phone _____	
From _____ to _____	Position _____	Duties _____	
Supervisor _____	Reason for Leaving _____		

May we contact your current employer? Yes [ ] No [ ] If No, please explain: \_\_\_\_\_

Have you ever been terminated or asked to resign from any job? Yes [ ] No [ ] If Yes, please explain: \_\_\_\_\_

Please explain any gaps in your employment history: \_\_\_\_\_

**PERSONAL AND ACADEMIC REFERENCES** (Please list persons who know you well – **not** previous employers or relatives.)

Name	Relationship	Phone	Years Known

**MOTIVATION**

Please explain why you would like to work at Encore:

**QUESTIONS?**

Do you have any questions for us?

**AUTHORIZATIONS AND AGREEMENTS FOR EMPLOYMENT CONSIDERATION**

***Certification That All Information Is True and Correct***

I certify that all of the information and statements that I have provided in this Application and in the hiring process is complete, true and correct. I understand and agree that if the Company discovers that any such information or statement is false, misleading or incomplete in any respect, the Company may reject this Application and/or terminate my employment, regardless of the time, manner or circumstances of discovery.

***Authorization to Investigate Information***

I authorize investigation of all information and statements that I have provided in this Application and in the hiring process, and I understand and agree that the investigation may be used to determine my eligibility for employment by the Company. I also authorize all persons and entities asked to supply information during any such investigation to provide the Company with any information they have about me, whether personal or otherwise. I agree to release and hold harmless the Company, its employees and agents, and all persons and entities supplying information to the Company in connection with the investigation, from any claim, damage or liability, actual or threatened, that may arise in connection with furnishing such information.

***Authorization and Agreement For Background Check***

I understand and agree that any offer of employment may be conditioned on passing a background check, which could include a criminal conviction history check. I also understand that any employment offer may be withdrawn or my employment may be terminated if I have already been hired based on the results of any such background check. I agree to release and hold harmless the Company and any background check agency, and their owners, managers, partners, directors, officers, employees, agents, and related entities, from any claim, liability or damage of any kind which arises from any such background check.

***Agreement Than Any Employment Will Be At Will***

I understand that submission of an Application does not guarantee employment. I also understand and agree that if I am hired my employment with the Company will be on an “at will” basis, which means that my employment can be terminated by me or by the Company at any time, for any reason or for no reason at all, with or without cause, and with or without prior notice. I also understand and agree that nothing which is said or done during the hiring process or during my employment is intended to create any different kind of employment relationship, and that the “at will” employment relationship cannot be changed except by a written agreement signed and dated by me and the President of the Company which specifically states that the “at-will” employment relationship is being changed and which sets forth the terms of the new employment relationship.

***Compliance With Company Work Rules and Policies***

I understand and agree that if I am hired I will be required to comply at all times with the Company’s work rules and policies, as amended from time to time, including but not limited to the Confidential Information Policy and the Information Systems Policy, and that regular attendance and punctuality are essential functions of any job for which I am hired.

\_\_\_\_\_ Date

\_\_\_\_\_ Applicant’s Signature