



The Arbutus Club

Application for Employment

We appreciate your interest in our organization and are interested in your qualifications. A clear understanding of your background and work history will aid us in determining a position that best meets your qualifications.

Date _____ Position applied for _____

Full Time Part Time Specify availability: _____

Have you previously worked for The Arbutus Club in any capacity?

Yes No

If yes, when and in which department? _____

Name _____
First Name Initial Last Name

Address _____
Apt/Unit # Street

_____ City _____ Postal Code

Contact Information

Home Phone _____ Cell Phone _____

Business _____

Are you a Canadian Citizen? Yes No

Are you bondable? Yes No

Are you a relative or friend of an Yes No
employee at The Arbutus Club?

If yes, what is their name and relationship to you? _____

Are you a member of The Arbutus Club? Yes No



Education

■ Last grade successfully completed _____ Year of Completion _____

Name of School _____ City/Province _____

Post Secondary Education

Degree(s)	Faculty	Institution	Years Completed
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

■ Other skills, training, certification, or professional development

Course/Certification	Institution	Years Completed
_____	_____	_____
_____	_____	_____
_____	_____	_____



Employment History

List in order with your most recent or present employer first.

■ EmployerName _____

Employer Address _____

Position/Job Title _____

Dates of Employment

From _____ To _____

Pay Rate _____

Supervisor's Name & Title _____

Reason for Leaving _____

Brief Description of Duties _____

■ EmployerName _____

Employer Address _____

Position/Job Title _____

Dates of Employment

From _____ To _____

Pay Rate _____

Supervisor's Name & Title _____

Reason for Leaving _____

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Reason for Leaving _____

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References

Please provide three people we may contact for references (no relatives, recent employer references preferred).

■ Name _____

Address _____

Phone _____

If this is a business reference, list

Job Title _____ Company _____

Relation of reference _____

If this is a personal reference, list relation of reference _____

■ Name _____

Address _____

Phone _____

If this is a business reference, list

Job Title _____ Company _____

Relation of reference _____

If this is a personal reference, list relation of reference _____

■ Name _____

Address _____

Phone _____

If this is a business reference, list

Job Title _____ Company _____

Relation of reference _____

If this is a personal reference, list relation of reference _____



The Arbutus Club

I hereby certify the above information given in this form to be complete and true. I understand that if employed, falsified statements on this application shall be considered sufficient grounds for dismissal. I authorize the above individuals and/or employers to provide employment reference information to The Arbutus Club.

Signature of Applicant _____

Date _____