



AN EQUAL OPPORTUNITY EMPLOYER

All employment decisions are made without regard to unlawful considerations of race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, genetic information, marital status, sex, gender, gender identity, gender expression, age, sexual orientation, military and veteran status, or any other legally protected status. Reasonable accommodations are available to qualified disabled individuals, upon request.

APPLICATION FOR EMPLOYMENT
Rancho Santa Fe Association
Post Office Box A, Rancho Santa Fe, CA 92067-0359
858-756-1174 • 858-756-9814 (Fax)

PERSONAL INFORMATION

LAST NAME		FIRST NAME	
ADDRESS (street address)			(city, state/zip)
TELEPHONE #	May we call you at work? <input type="checkbox"/> yes <input type="checkbox"/> no	Are you age 18 or over? <input type="checkbox"/> yes <input type="checkbox"/> no If no, you will be required to provide a valid work permit or proof of graduation from high school or the equivalent, if hired.	
EMAIL			
If offered employment with Rancho Santa Fe Association, will you be able to provide documentation that you are authorized to work in the United States? <input type="checkbox"/> yes <input type="checkbox"/> no			
As a condition of employment with Rancho Santa Fe Association, successful candidates must provide written documentation to prove either citizenship or proper authorization to work in the United States. Specific instructions will be provided prior to your first day of employment regarding legally required documentation.			

POSITION INFORMATION

POSITION(S) APPLYING FOR: _____	What is your desired salary or rate of pay? \$ _____ per _____	Type of work desired: Full-Time <input type="checkbox"/> Part-Time <input type="checkbox"/>
		What hours are you available?
What date will you be available to begin work?		Will you accept temporary work? <input type="checkbox"/> yes <input type="checkbox"/> no
Please be advised that overtime may be a job requirement for some positions. Are you willing to work overtime? <input type="checkbox"/> yes <input type="checkbox"/> no Are you able to work on weekends? <input type="checkbox"/> yes <input type="checkbox"/> no		
Are you able to perform the essential functions of the job for which you are applying, with or without reasonable accommodation? <input type="checkbox"/> yes <input type="checkbox"/> no (A Company representative will provide a job description which includes the essential functions of the position, if needed.)		
How were you referred to Rancho Santa Fe Association? <input type="checkbox"/> Advertisement <input type="checkbox"/> Community Agency <input type="checkbox"/> College Job Board <input type="checkbox"/> EDD <input type="checkbox"/> Employment Agency <input type="checkbox"/> Walk In <input type="checkbox"/> College Recruiting <input type="checkbox"/> Employee Referral (name) _____ <input type="checkbox"/> Other (please explain): _____		

EDUCATION INFORMATION

	Name/Location of School (city/state)	Course of Study/ Major	# of Years/Highest Grade Completed	Diploma Received?
High School				<input type="checkbox"/> yes <input type="checkbox"/> no
College				<input type="checkbox"/> yes <input type="checkbox"/> no
Graduate School				<input type="checkbox"/> yes <input type="checkbox"/> no
Trade School				<input type="checkbox"/> yes <input type="checkbox"/> no
Do you have any educational, employment or other related records in any other name? <input type="checkbox"/> yes <input type="checkbox"/> no If yes, please specify: _____				

Continued on the Next Page

