



Northstar Property Owners Association (NPOA)
New Hire Employment Application
2200 North Village Drive
Truckee, CA 96161
(530) 562-0322
(530) 562-0324 fax

- This is a very important document. You should be very careful as you complete it.
- Answer each item accurately and completely. Failure to do so may result in your not being considered for the position or in your termination if inaccurate or omitted information is discovered after your employment has begun.
- It is the policy of Northstar Property Owners Association to provide equal employment opportunity for all employees and applicants without regard to race, religion, color, sex, national origin, age, or other basis prohibited by state or federal laws.
- In accordance with the Immigration Reform and Control Act of 1986, any offer of employment is conditioned upon satisfactory proof of applicant's identity and legal ability to work in the United States.

PLEASE PRINT OR TYPE

Name (Last, First, Middle Initial)	Date	Social Security Number	
Mailing Address (City, State, Zip)	Home Phone #	Cell Phone #	Email

EMPLOYMENT INTEREST

For what position are you applying?	Check all that apply: Part Time ____ Full Time ____ Year Round ____ Seasonal ____	Salary/Pay Desired:	Are you currently employed? Yes No	If yes, may we contact your current employer? Yes No
Available Start Date:	Availability: Please Circle SUN M T W TH F SAT ANY/ALL	Times:	How were you referred?	
Have you ever submitted an application with Northstar Property Owners Association?	Yes/No	If yes, when?		
Have you ever been employed by Northstar Property Owners Association?	Yes/No	If yes, when?		
Do you have any relatives or acquaintances employed by Northstar Property Owners Association?	Yes/No	If yes, who?		

EDUCATION

School	Name Of School	Location of School (City & State)	Major	Level Completed Diploma	Degree/Certificate Received
High School					
Trade School					
College/University					
Graduate					
Other Training/Certificates					
Typing - WPM	Word Processing/Spreadsheets (Please list software used):		Personal Computer (Please list equipment used):		

PERSONAL DATA

Are you at least 18 years of age? Yes No	Can you submit verification of your legal right to work in the US? Yes No
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WORK EXPERIENCE

Even if you submit a resume, please list your work experience below. Begin with your present or most recent employer. Please include any summer, part-time or volunteer experience.

Present or Most Recent Employer	From Mo/Yr	To Mo/Yr	Job Title - Start
Address	Job Title – Present/Termination		
City/State/Zip	Reason for Leaving		
Name & Title of Supervisor	Telephone Number	Major Responsibilities	

Past Employer	From Mo/Yr	To Mo/Yr	Job Title - Start
Address	Job Title – Present/Termination		
City/State/Zip	Reason for Leaving		
Name & Title of Supervisor	Telephone Number	Major Responsibilities	

Past Employer	From Mo/Yr	To Mo/Yr	Job Title - Start
Address	Job Title – Present/Termination		
City/State/Zip	Reason for Leaving		
Name & Title of Supervisor	Telephone Number	Major Responsibilities	

I declare under penalty of perjury that the facts contained in this application, resume or other submitted documents are true and complete to the best of my knowledge. I understand that any false information or significant omissions will disqualify me from further consideration for employment, and is justification for my dismissal from employment if discovered at a later date. INITIAL ____

I authorize the investigation of all statements contained in this application/resume, and authorize any person, school, current and past employers and organizations to provide the NPOA with records, information and opinion that may be useful in making a hiring decision. I release all informants of liability for any damage that may result from furnishing information and opinion that is truthful or made in good faith. INITIAL ____

I agree that my employment will be “at-will”, and may be terminated with or without cause, and with or without notice, at any time at the option of myself or the NPOA. I understand and acknowledge that this constitutes the entire agreement between me and the NPOA regarding the term of my employment and supersedes any other oral or written agreement. INITIAL ____

In the event of employment, and in consideration thereof, the NPOA and any person or concern it may authorize will be entitled, without further consent, to copyright, sell or use in any manner, any picture of me (including still, video, or motion picture), or recording of my voice. INITIAL ____

Print Name	Signature	Date
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