



Work Just Got a Whole Lot More Fun!

**Applicants must be:**

- \*Motivated to learn and work
- \*Have reliable transportation
- \*Like children and crowds
- \*Weekends are mandatory
- \*Flexible schedule

**\*\*Applicant: please read thoroughly and keep this page for your records.\*\***

**Job Application Process**

*Welcome and thank you for considering The Castle for your employment*

Here's what you need to do:

1. Carefully read this cover letter to decide if you really want to be an enthusiastic member of The Castle Team.
2. Fill out the application (make sure all information is complete and legible and that you have at least one reference that is not a relative or friend), **then personally hand it to one of the managers**. Do not just drop it off. **Keep this cover letter** and carefully read it before your interview.
3. If your application passes the Manager's review, you will be invited to come back for an interview. Please dress appropriately (please do not call asking for the status of your application, thank you).
4. Upon completion of your interview, you will be called back in a few days.
5. IF you are hired, you will be required to go through our training program and complete all necessary paperwork prior to being put on the work schedule. You will be paid for your training upon completion.

Here's what we expect from you:

1. You will be friendly to each person that visits The Castle by making eye contact, smiling and greeting him or her as if they were your own personal guests.
2. You will be helpful to your guests, fellow team members and management by going out of your way to help them every opportunity that you get.
3. You will maintain a neat and clean appearance for your work area and maintain proper personal grooming.
4. You will be responsible for your work schedules. You will come in the days that you are scheduled to work and be on time for your shifts.

The Castle will provide a positive work experience through training and reinforcement of the understanding and delivery of service to your fellow team members and guests. The Castle prefers to promote from within the ranks. All promotions and pay raises are based on this ability to provide these services to our guest and fellow team members as well as the management.

**Please note that by submitting this application, you are consenting to a formal background check prior to offer of employment.**

*Thank You, The Castle Management Team*

**Applicant, please keep this page for your records.**



# APPLICATION FOR EMPLOYMENT

<i>Employer use only:</i>		
NWH	Q	NG
SB	OG	
TRANS	APP	Init: _____

Type or print clearly in black or blue ink. Answer **all** questions.

NAME (Last, First, Middle) _____		_____
ADDRESS _____		HOME PHONE NO. _____
CITY _____	ZIP _____	CELL PHONE NO. _____
E-MAIL ADDRESS _____		
POSITION DESIRED _____ <input type="checkbox"/> Full Time <input type="checkbox"/> Part Time <input type="checkbox"/> Temporary		
HAVE YOU WORKED FOR THIS COMPANY BEFORE?		Yes___ No___
HAVE YOU APPLIED FOR THIS COMPANY BEFORE?		Yes___ No___
IF YOU ARE A MINOR UNDER AGE 18, DO YOU HAVE? A CERTIFICATE OF AGE OR EMPLOYMENT? _____ OVER 18? Yes___ No___		
DO YOU HAVE THE RIGHT TO WORK AND REMAIN IN THE U.S.? Yes___ No___ (Proof of identity and legal authority to work in the U.S. is a condition of employment)		

<b>EDUCATION:</b>	<b>SCHOOL NAME AND TOWN</b>	<b>MAJOR</b>	<b>DEGREE/DIPLOMA</b>
HIGH SCHOOL	_____	_____	_____
Going to college in the fall? _____ If so, where? _____			
COLLEGE	_____	_____	_____
OTHER	_____	_____	_____

SCHOOL ACTIVITIES, SPORTS, CLUBS, ETC. YOU ARE ACTIVE IN: \_\_\_\_\_  
\_\_\_\_\_

SPECIAL SKILLS AND QUALIFICATIONS: List job-related licenses, skills, training, honors, awards, and special accomplishments  _____  _____
-------------------------------------------------------------------------------------------------------------------------------------------------------

**EMPLOYMENT HISTORY: (START WITH PRESENT OR LAST POSITION)**

Employer \_\_\_\_\_

Address \_\_\_\_\_

Supervisor \_\_\_\_\_

Phone \_\_\_\_\_

Position Title \_\_\_\_\_

From \_\_\_\_\_ To \_\_\_\_\_

Duties \_\_\_\_\_  
\_\_\_\_\_

Salary starting \$ \_\_\_\_\_ ending \$ \_\_\_\_\_

Reason for leaving: \_\_\_\_\_

**EMPLOYMENT HISTORY: (PREVIOUS POSITION TO ABOVE)**

Employer \_\_\_\_\_

Address \_\_\_\_\_

Supervisor \_\_\_\_\_

Phone \_\_\_\_\_

Position Title \_\_\_\_\_

From \_\_\_\_\_ To \_\_\_\_\_

Duties \_\_\_\_\_  
\_\_\_\_\_

Salary starting \$ \_\_\_\_\_ ending \$ \_\_\_\_\_

Reason for leaving: \_\_\_\_\_

WHAT DIDN'T YOU LIKE ABOUT YOUR PREVIOUS JOB?

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

HAVE YOU EVER BEEN DISMISSED OR ASKED TO RESIGN FROM ANY EMPLOYER?

\_\_\_\_\_  
\_\_\_\_\_

WHY ARE YOU INTERESTED IN WORKING FOR THIS COMPANY?

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

DID ANYONE REFER YOU TO THIS JOB?      YES      NO  
IF YES WHO \_\_\_\_\_

**REFERENCES: (EXCLUDE RELATIVES AND FRIENDS)\***

Name	Phone No.	Relationship
1. _____	_____	_____
2. _____	_____	_____
3. _____	_____	_____

\*References may be contacted for verification

MAY WE CONTACT YOUR PRESENT EMPLOYER?       Yes       No

HAVE YOU EVER BEEN ARRESTED?  Yes       No

If yes, give details: \_\_\_\_\_  
\_\_\_\_\_

Please list you availability below. Please write the time you are available to start working and the time you can work until for each day, listing both school year and summer time availability.

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
SCHOOLYEAR							
SUMMER							

\*If you are at least 16 years of age or older you will be required to work on Friday or Saturday until 11pm.

Do you have a reliable source of transportation?  
Yes\_\_\_\_ No\_\_\_\_

I CERTIFY THAT THE INFORMATION CONTAINED IN THIS APPLICATION IS TRUE AND COMPLETE TO THE BEST OF MY KNOWLEDGE. I UNDERSTAND THAT ANY FALSE INFORMATION ON THIS APPLICATION MAY BE GROUNDS FOR EITHER NOT HIRING ME OR FOR MY DISMISSAL. I UNDERSTAND THAT BY SUBMITTING THIS APPLICATION, I AGREE TO HAVE MY INFORMATION SUBMITTED FOR A COMPLETE BACKGROUND CHECK.

SIGNATURE\_\_\_\_\_

DATE\_\_\_\_\_