

Thank you for your interest in employment with Pine Mountain Club Property Owner's Association, Inc.

Attached is an employment application.

All hiring is determined upon three things: (1) passing a drug test; (2) obtaining a background check; and (3) showing proof of your right to work in the United States.

Please take a moment and view our company website at pmcpoa.com in order to understand our small private community.

Interviews for all positions are scheduled through the Human Resource Department with the appropriate department managers.

Please complete and return this application to the busines office or email to $\underline{hr@pmcpoa.com}$.

You will be notified if an interview is requested. At that time, information will be requested from you to allow the Association to conduct a background check and instructions will be given to you regarding the drug test.

Again, all hiring is determined upon three things: (1) passing a drug test; (2) obtaining a background check; and (3) showing proof of your right to work in the United States.

Thank you,

Grace L Wollemann

Grace L. Wollemann Human Resources Department

PINE MOUNTAIN CLUB PROPERTY OWNERS' ASSOCIATION EMPLOYMENT APPLICATION
An Equal Opportunity Employer
PLEASE PRINT Date
Last Name First Name Middle
PRESENT ADDRESS
No. & Street City State Zip
MAILING ADDRESS (if different from present address)
No. & Street City State Zip
No. & Street City State Zip Email
Address:
Home Phone Cell Phone
EMPLOYMENT DESIRED
Position applying for
PERSONAL INFORMATION
Have you ever applied to or worked for Pine Mountain Club Property Owners' Association before?
If yes, when?
Do you have any friend(s) or relative(s) working for Pine Mountain Club Property Owners' Association?
If yes, state name(s) and relationship:
Name Relationship
Name Relationship Why are you applying for work at Pine Mountain Club Property Owners' Association?
If hired, would you have a reliable means of transportation to and from work?
Are you at least 18 years old? (If under 18, hiring is subject to verification that you are of minimum legal age.)
If hired, can you present evidence of your U.S. citizenship or proof of your legal right to live and work in this country?
Are you able to perform the essential functions of the job for which you are applying, either with or without reasonable
accomodation? Yes No If no, describe the functions that cannot be performed?
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(NOTE: We comply with applicable laws regarding reasonable accommodation measures that may be necessary for eligible applicants/employees to perform essential functions. Hiring may be subject to passing a medical examination, and/or skill and agility tests.)

Are you currently employed?	Ye	s	No
If so, may we contact your employer?	Ye	s.	No

EDUCATION, TRAINING, AND EXPERIENCE

		No. of Years	Did you	Degree or
School	Name and Address	Completed	Graduate?	Diploma
High School			Yes No	
	Name			L
	Address			
	City	State Zip		
College/				
University			Yes No	
	Name		(here a second s	
	Address			
			-	
	City	State Zip		
Vocational/				
Business			Yes No	
	Name			
	Address			
	City	State Zip		
Do you have a	any other experience, training, qualificatio	ns, or skills that you feel m	ake you especially suited for wor	k at Pine Mountain
-	Owners' Association?	-		Yes No
If so, please e				

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1				

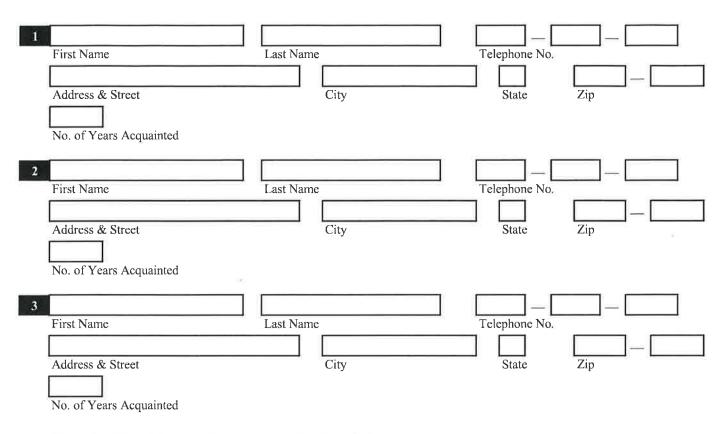
EMPLOYMENT HISTORY

List below all present and past employment starting with your most recent employer (last five years is sufficient). Account for all periods of unemployment. You must complete this section even if attaching a resume.

Name of Employer				Telephone No.	
Type of Business			Your S	Supervisor's Name	
Address & Street		City		State	Zip
Dates of Employment:	From		То		
Your Position and Duties					
Reason for Leaving					
May we contact this employer for	or a reference:				Yes
Name of Employer				Telephone No.	
Type of Business			Your S	upervisor's Name	
Address & Street		City		State	Zip
Dates of Employment:					
	From		То		
Your Position and Duties					
Four Fosition and Duties					
Reason for Leaving					
_	C				Yes
May we contact this employer for	or a reference:		••••••		
				_	
Name of Employer				Telephone No.	
Type of Business			Your S	upervisor's Name	······
			Your S	upervisor's Name	
Address & Street]	City	Your S	upervisor's Name	Zip —
Address & Street		City			Zip —
Address & Street	From	City	Your S		Zip —
Address & Street Dates of Employment:	From	City			Zip —
	From	City			Zip —
Address & Street Dates of Employment:	From	City			Zip —

References

List below three persons not related to you who have knowledge of your work performance within the last three years.



Please Read Carefully, Initial Each Paragraph and Sign Below

I hereby certify that I have not knowlingly withheld any information that might adversely affect my chances for employment and that the answers given by me are true and correct to the best of my knowledge. I further certify that I, the undersigned applicant, have personally completed this application. I understand that any omission or misstatement of material fact on this application or on any document used to secure employment shall be grounds for rejection of this application or for immediate discharge if I am employed, regardless of the time elasped before discovery.

I understand that nothing contained in the application, or conveyed during any interview which may be granted or during my employment, if hired, is intended to create an employment contract between me and Pine Mountain Club Property Owners' Association. In addition, I understand and agree that if I am employed, my employment is "at will" and not for a definite or determinable period and may be terminated at any time, with or without prior notice and with or without cause, at the option of either myself or Pine Mountain Club Property Owners' Association and that no promises or representations contrary to the foregoing are binding on the company unless made in writing and signed by me and the Pine Mountain Club Property Owners' Association designated representative.