

**ACP Sales West, LLC**  
**The Resort at Paws Up**

40060 Paws Up Road  
Greenough, MT 59823  
P (406) 244-5200  
F (406) 244-6020  
[www.pawsup.com](http://www.pawsup.com)

**EMPLOYMENT APPLICATION**

*An equal opportunity employer*

Date Completed: \_\_\_\_\_

Name: \_\_\_\_\_  
*Last First Middle*

Present Address: \_\_\_\_\_  
*Street City State Zip*

Permanent Address \_\_\_\_\_  
*Street City State Zip*

Telephone Numbers: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

**EMPLOYMENT DESIRED**

Position: \_\_\_\_\_  
(Write as many departments/jobs as desired. PLEASE DO NOT WRITE "ANY or OPEN")  
Full-Time Year-round \_\_\_\_\_  
Full-Time Seasonal \_\_\_\_\_ End Date: \_\_\_\_\_  
Part-Time \_\_\_\_\_

Start Date: \_\_\_\_\_ Desired Pay: \_\_\_\_\_

Are you available for work on weekends? Yes No  
Would you be available to work overtime if asked? Yes No

What days and hours are you available for work? \_\_\_\_\_  
\_\_\_\_\_

Are you currently employed? \_\_\_\_\_

If yes, may we contact your present employer? \_\_\_\_\_

**PERSONAL INFORMATION**

Ever applied to ACP Sales West or The Resort at Paws Up before? \_\_\_\_\_ If yes, when? \_\_\_\_\_

Have you ever been convicted of a criminal offense (felony or misdemeanor)? Yes No

How did you hear of The Resort at Paws Up? \_\_\_\_\_

If yes, please explain:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Referred by: \_\_\_\_\_

Are you 18 years or older: Yes No  
(If under 18, hire is subject to verification that you are of minimum legal age)

Do you have a valid driver's license? Yes No

(Note: A felony conviction will not necessarily disqualify you from employment. The nature, date and circumstances/relevance of the offense to the position(s) applied for may, however, be considered.)

Are you able to perform the essential functions of the job for which you are applying, either with or without reasonable accommodation? Yes No

If no, describe the functions that cannot be performed:

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

If hired, would you have a reliable means of transportation to and from work? Yes No

If hired, will you require housing at Paws Up? Yes No  
 If yes, please describe needs: \_\_\_\_\_

If hired, can you present evidence of your U.S. citizenship or proof of your legal right to live and work in this country? Yes No

Do you have any friends or relatives working at The Resort at Paws Up? Yes No  
 If yes, state name(s) and relationships \_\_\_\_\_

\_\_\_\_\_

EDUCATION	Name and Location of School	No. of Years Attended	Did you Graduate?	Subject/Major
High School				
College				
Graduate School				
Trade, Business, or Correspondence School				

**GENERAL**

Do you have any other experience (especially in the area of hospitality), training, qualifications or skills which you feel make you particularly well-suited for work at The Resort at Paws Up? Is so, please explain: \_\_\_\_\_

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

Do you speak any foreign languages that may be useful to our guests? \_\_\_\_\_

Activities/Interests: \_\_\_\_\_  
 (Exclude organizations, the name of which indicates the race, creed, sex, age, marital status, color, or national origin of its members.)

**EMPLOYMENT**

Please list below the last three employers, starting with the last one first.

Date	Position	Responsibilities	Salary	Supervisor	Reason for Leaving
From: To:	Employer: _____ Position: _____ Phone #: _____				
From: To:	Employer: _____ Position: _____ Phone #: _____				
From: To:	Employer: _____ Position: _____ Phone #: _____				

---

---

**REFERENCES**

Please provide us with the names and phone numbers of at least 3 **business** references. You may also attach written references if available.

Name	Phone Number	Business Name	Years Acquainted
1			
2			
3			
4			

---

---

"I certify that all the information submitted by me on this application is true and complete, and I understand that if any false information, omissions, or misrepresentations are discovered, my application may be rejected and, if I am employed, my employment may be terminated at any time.

I hereby authorize the company to thoroughly investigate my references, work record, education, and other matters related to my suitability for employment and, further authorize references I have listed to disclose to the Company any and all letters, reports, and other information related to my records, without giving me prior notice of such disclosures. I understand that my employment is contingent of favorable references and the appropriate background checks and that these will be concluded within one month of my acceptance of this position. In addition, I hereby release the Company, my former employers and all other persons, corporations, partnerships and associations from any and all claims, demands or liabilities arising out of or in any way related to such investigation or disclosure."

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**ACP Sales West, LLC, DBA THE RESORT AT PAWS UP, an Equal Opportunity Employer**

Rev.1/11/2012