



Application for Employment
An Equal Opportunity Employer

Please Print:

Name: Last First MI Today's Date: / /

Social Security #: - - Email Address:

Present Address: Number Street Home Phone: ( )

City State Zip Other Phone: ( )

Position Applying For: Salary Desired: \$

Date available to start: / / Referred by:

Emergency Contact Name: Address: Ph #:

Team Play Events produces functions throughout Southern California. Are you willing to drive if an event is not held locally? Yes No

If no, please explain

Are you legally eligible to work in the U.S.A.? Yes No Are you 18 years or older? Yes No

Have you ever applied to this Company before? Yes No When?

Have you ever been employed by this Company? Yes No Dates: from to

I understand that any offer of employment may be contingent upon my having completed the entire hiring process. That process includes a satisfactory background check, which may include criminal convictions.

In connection with my application for employment with Keystone Group, Inc. (the "Company"), I hereby authorize any person, educational institution or company I have listed as a reference on my employment application to disclose any information and opinions they may have regarding my qualifications for employment including personal evaluation of my honesty, reliability, carefulness and ability to follow direction from my supervisors.

I will hold Keystone Group, Inc., any former employers, educational institutions, and all other persons giving references free of liability for the exchange of this information and any other reasonable and necessary information pertinent to the employment process.

I understand the employment is contingent upon this investigation and, if employed, false statements in the application, as well as misrepresentations or omissions of information shall be considered cause for dismissal. I understand and agree that if, in the opinion of the Company, the results of the investigation are unsatisfactory, that any offer of employment that has been made, may be withdrawn or my employment with the Company may be terminated.

I understand that employment with Keystone Group, Inc. is on an at-will basis. Accordingly, employment may be terminated at any time, either by me or by the Company, with our without cause or advance notice.

Applicant's Signature

Date

**Education:**

School	Name of School	Course of Study	No. of yrs attended	Degree & Yr Graduated
High School				
College				
Graduate, Technical, or Other (Specify)				

**Professional References:**

Name	Phone Number and Email Address	Relationship	Years Acquainted

**Experience:**

List all employment over the last 5 years, beginning with your most recent position (attach a separate sheet, if necessary).

Company: _____	From: _____ Mo. Yr.	Job Title & Duties: _____
Address: _____	To: _____ Mo. Yr.	Acquired Skills: _____
Supervisor: _____ Title: _____	Starting Salary: _____	Reason for leaving: _____
Phone: ( _____ ) _____ - _____	Ending Salary: _____	
May we contact this Employer? Yes No	Yearly Bonus: _____	
Company: _____	From: _____ Mo. Yr.	Job Title & Duties: _____
Address: _____	To: _____ Mo. Yr.	Acquired Skills: _____
Supervisor: _____ Phone: _____	Starting Salary: _____	Reason for leaving: _____
Phone: ( _____ ) _____ - _____	Ending Salary: _____	
Company: _____	From: _____ Mo. Yr.	Job Title & Duties: _____
Address: _____	To: _____ Mo. Yr.	Acquired Skills: _____
Supervisor: _____ Phone: _____	Starting Salary: _____	Reason for leaving: _____
Phone: ( _____ ) _____ - _____	Ending Salary: _____	

**Thank you for applying with Keystone Swim School/Keystone Group, Inc.**

**Team Play Events  
Employee Behavior Policy**

**Team Play Events strictly enforces the employee behavior policy. Please initial that you have read and understand the following rules and regulations:**

\_\_\_\_ Any employee who does not provide a legible address or has a change of address without advance notice or loses their paycheck will be charged a \$27.00 stop payment fee to reissue a new check.

\_\_\_\_ Arrive dressed to code: Khaki or black pants and a Team Play Events t-shirt. Uniform must be worn throughout the entire duration of the event.

\_\_\_\_ Follow all rules set forth in your job description and by your event manager.

\_\_\_\_ Direct interaction with any client is prohibited. Please direct all questions or concerns to the event manager.

\_\_\_\_ Use of cell phones and other electronic devices during working hours is not allowed. If you are seen on your phone by the event manager, it will be taken away.

\_\_\_\_ When taking your lunch, all meals are to be eaten out of the sight of guests.

\_\_\_\_ Employees are prohibited from getting food directly from the buffet line. If we are providing you with a meal, the food and beverage manager must serve your lunch to you.

\_\_\_\_ Team Play Events is NOT obligated to provide you with a meal. Please plan accordingly by bringing water and snacks.

\_\_\_\_ There will be no inappropriate interaction between employees or employees and guests on the job site. Any acts sexual in nature including, but not limited to lewd gestures or comments, hugging, kissing, or touching of any sort is not allowed during working hours and/or onsite.

\_\_\_\_ There will be no rude, angry, or hateful comments or gestures made to any other employee or guest. Any prejudice displayed by an employee is strictly forbidden. If a guest or employee is making inappropriate comments towards someone please report it immediately to the event manager.

\_\_\_\_ Team Play Events enforces a zero tolerance policy for any alcohol, drugs, or drug paraphernalia found or consumed on the premises. Furthermore, smoking is not allowed in or around any event. If you are a smoker, please ask a manager where it would be appropriate to do so while on your designated break time.

The breaking ANY of these rules is grounds for immediate termination. By signing below you agree that you have read and understand the rules set forth and will abide by them without contest.

\_\_\_\_\_  
Name/Date

\_\_\_\_\_  
Signature