

**APPLICATION FOR EMPLOYMENT
WOMEN'S BASKETBALL HALL OF FAME
AN EQUAL OPPORTUNITY
& AFFIRMATIVE ACTION EMPLOYER**



**700 Hall of Fame Dr
Knoxville TN 37915
865-633-9000
www.wbhof.com**

Date _____

We are pleased that you are seeking employment with the Women's Basketball Hall of Fame. Applicants are considered without regard to race, color, religion, sex, age, or national origin, sexual orientation, or any factors prohibited by local, state, or federal law. We are proud to be an Equal Opportunity/Affirmative Action Employer.

NAME _____

ADDRESS _____
Last First Middle

Street City State Zip
PHONE NUMBER (day) _____ (evening) _____ EMAIL _____

PERMANENT ADDRESS _____

(if different from above) Street City State Zip

Please list all names you have used in the past: _____

Please list all states in which you have resided in the past five years: _____

Have you ever been employed at WBHOF or the Knoxville Tourism & Sports Corp.?

YES () Date of hire: _____ NO ()

How were you referred to our company? Advertisement () Employee () Agency () Other _____

Have you ever applied for employment at the WBHOF or the Knoxville Tourism & Sports Corp.?

YES () Date _____ NO ()

Are you presently employed? YES () NO () If so, may we contact your present employer? YES () NO ()

Are you eligible for work in the U.S. and would you be able to provide the necessary documents of proof of the legal right to work upon hire? YES () NO ()

Can you perform the essential functions of this job, with or without reasonable accommodation? YES () NO ()

Can you meet the attendance requirements of this job? YES () NO ()

Have you, within the last seven years, been convicted of or pled guilty or nolo contendere (no contest) to a felony crime? (Convictions that have been expunged, sealed, or legally eradicated need not be listed) YES () NO ()

If YES, state the nature of the crime(s), when and where convicted and the disposition of the case. A conviction will not necessarily disqualify you from employment. The nature of the offense, the surrounding circumstances and the relevance of the offense to the position(s) applied for may be considered:

Will you consider a position other than the one applied for? YES () NO ()

What is the lowest salary acceptable to you? _____

What type of employment are you interested in? FULL TIME (), PART TIME (), FULL TIME OR PART TIME ()

Are you available to work Weekends? YES () NO () Are you available to work Evenings? YES () NO ()

What date are you available for employment? _____

Day Month Year

EDUCATIONAL RECORD:

Circle highest grade completed: (grade school) (jr/high school) (college)
1 2 3 4 5 6 7 8 9 10 11 12 1 2 3 4 5 6

Name Location Course-Degree GPA

HIGH SCHOOL

COLLEGE/TRADE SCHOOL

COLLEGE/TRADE SCHOOL

VOCATIONAL/ TECHNICAL

TYPING SPEED SOFTWARE
ADDITIONAL COMPUTER SKILLS
OTHER SKILLS

MILITARY RECORD: Branch of Service Dates of Service Type of Discharge

FORMER EMPLOYMENT RECORD (List below last four employers, starting with last one first)

Date Name & Address
Month & Year of Employer Salary Position Reason for Leaving Telephone

From To

From To

From To

From To

REFERENCES: Give below the names of three persons not related to you whom you have known at least one year (list at least one present or former manager)

NAME ADDRESS & PHONE BUSINESS YEARS ACQUAINTED

- 1.
2.
3.

List any volunteer work you have done that you feel may be related to jobs for which you have applied:

List certifications, memberships in technical, trade or professional groups:

Please read carefully, initial each paragraph and sign at the bottom of the page.

_____ I hereby certify that I have not knowingly 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 elapsed before discovery.

_____ I hereby authorize the WBHOF to thoroughly investigate my references, work record, education and other matters related to my suitability for employment and, further, I authorize the references I have listed to disclose to the WBHOF all letters, reports and other information related to my work records, without giving me prior notice of such disclosure. In addition, I hereby release the WBHOF, my former employers and 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.

_____ 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 the WBHOF and me. In addition, I understand and agree that if I am employed, my employment is at will and is for no definite or determinable period and may be terminated at any time, with or without prior notice, or with or without cause, at the option of either myself or the WBHOF, and that no promises or representations contrary to the foregoing are binding on the WBHOF unless made in writing and signed by me and WBHOF's designated representative.

_____ I understand that in connection with my application for employment, the WBHOF may obtain a consumer report and/or investigate consumer reports about me that may contain information as to my character, general reputation, personal characteristics, and mode of living. Such reports may include or consist of my driving history obtained from the Department of Motor Vehicles. I further understand that any job offer extended by the WBHOF is contingent upon receipt of a favorable consumer or investigative consumer report about me.

_____ I understand that in connection with my application for employment, depending upon the position for which I have applied, any offer of employment is conditioned upon my taking and passing a post-offer/pre-employment drug test and, if necessary for the position for which I have applied, a post-offer/ pre-employment medical examination. I understand that I may refuse to take any required pre-employment drug test and/or medical examination, but that if I do, any offer of employment will be immediately withdrawn.

_____ This is to advise you that it WBHOF's policy to submit all employment-related disputes that cannot be resolved informally to binding arbitration. If you are offered a job with WBHOF, your hiring is conditioned upon your agreement to submit any employment-related disputes you may have with WBHOF to arbitration. Upon a conditional offer of employment, you will be provided with copies of WBHOF's arbitration policy and agreement. If you choose not to agree to binding arbitration, any offer of employment extended to you will be withdrawn.

I HAVE READ THE ABOVE PARAGRAPHS, UNDERSTAND THEIR IMPORTANCE AND EFFECT UPON MY EMPLOYMENT, AND ACCEPT SAME AS CONDITIONS OF MY EMPLOYMENT WITH THE WOMEN'S BASKETBALL HALL OF FAME

This application, when completed and signed, becomes property of the WBHOF

SIGNATURE OF APPLICANT _____ Date _____
PRINT NAME _____

Fair Credit Report Act Disclosure & Authorization

In considering your application for employment or in making other employment related decisions directly affecting you, we may wish to obtain and use a consumer report from a consumer reporting agency. These terms are defined in the Fair Credit Reporting Act (“FCRA”). As an applicant for employment or employee, you are a “consumer” with rights under the FCRA.

A consumer reporting agency is a person or business that, for monetary fees, dues or on a cooperative nonprofit basis, regularly assembles or evaluates consumer credit information or other information on consumers for the purpose of furnishing consumer reports to others.

A consumer report is any written, oral or other communication of any information by a consumer reporting agency bearing on a consumer’s credit worthiness, credit standing, credit capacity, character, general reputation, personal characteristics, or mode of living, which is used or collected for the purpose of serving as a factor in establishing the consumer’s eligibility for employment purposes.

If we obtain a consumer report about you, and if we consider any information in the consumer report when making an employment related decision that directly and adversely affects you, you will be provided with a copy of the consumer report before the decision is finalized. You also may contact the Federal Trade Commission about your rights under the FCRA as a consumer with regard to consumer reports and consumer reporting agencies.

Authorization

By signing below, I, _____ hereby authorize the Women’s Basketball Hall of Fame to obtain consumer reports about me from a consumer reporting agency and to consider the consumer reports when making decisions regarding my employment at the Women’s Basketball Hall of Fame. I understand that I have rights under the FCRA, including the rights discussed above.

Name

Date