APPLICATION FOR NCGA P.J. BOATWRIGHT, JR. INTERN PROGRAM
2017

PERSONAL INFORMATION

Last Name | First Name | Middle Initial

Present Address - Number and Street | City | State | Zip

Resident Telephone Number: ( ) | Cell Phone Number: ( )

E-Mail Address:

Are you at least 21 years of age? ☐ Yes ☐ No

Are you fluent in any language other than English? ☐ Yes ☐ No If yes, please specify:

How did you learn about the NCGA P.J. Boatwright Jr. Intern program?
☐ USGA website ☐ Friend ☐ workinsports.com ☐ NCAA website ☐ Instructor ☐ NCGA Website ☐ Other – Please list:

Do you have the legal right to work and be employed in the United States on a full-time basis? ☐Yes ☐ No
(Proof of identity and legal authority to work in the U.S. is a condition of employment)

EDUCATION:

College or University	Name and Location of School	Credits/Units Completed	Did you Graduate?	List Degree or Diploma	Major Studies (Indicate Graduate Study if Applicable)
			☐ Yes ☐ No		
			☐ Yes ☐ No		
			☐ Yes ☐ No		
			☐ Yes ☐ No		
Other: Technical, Trade, Business, etc.			☐ Yes ☐ No		
			☐ Yes ☐ No		
			☐ Yes ☐ No		

LICENSES and CERTIFICATES

Description (State: Professional, Trade, etc.) | Certificate No. | Issued By | Expiration Date

EMPLOYMENT HISTORY: Begin with your most recent experience and account for all time during the **last five years**. If additional space is required attach additional sheets. ALL AREAS OF APPLICATION MUST BE COMPLETED. **RESUMES WILL NOT BE ACCEPTED IN LIEU OF COMPLETED APPLICATION.**

Date (Month and Year)	Employer's Name and Address	Job Titles and Duties
From:		
To:		
Total Yrs. Mos.		
Reason for Leaving:	Did you supervise?	If Yes, Number of Employees:
Monthly Salary $	Hours Per Week	Supervisor's Name and Phone No.:

Date (Month and Year)	Employer's Name and Address	Job Titles and Duties
From:		
To:		
Total Yrs. Mos.		
Reason for Leaving:	Did you supervise?	If Yes, Number of Employees:
Monthly Salary $	Hours Per Week	Supervisor's Name and Phone No.:

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Reason for Leaving:	Did you supervise?	If Yes, Number of Employees:
Monthly Salary $	Hours Per Week	Supervisor's Name and Phone No.:

Have you been convicted of a crime (felony/misdemeanor), or entered a plea of guilty/no contest to a crime? ☐ Yes ☐ No
(Do not disclose misdemeanor convictions related to the possession or use of marijuana more than two years ago.)
If yes, state when, where and the nature of such conviction:

Are you related to any NCGA, Poppy Hills GC or Poppy Ridge GC employee? ☐ Yes ☐ No

May we contact your current or most recent employer? If no, please state the reason. ☐ Yes ☐ No

DIRECTIONS: Please read the following carefully before signing application.

I hereby certify I have personally completed this application and that the answers given by me to the foregoing questions and statements are true and complete and that no material fact has been omitted. I understand that any false statements appearing on this or any other employment form will be sufficient reason to end further consideration of this application and the potential hiring process. If discovered after my employment, such false statements will be sufficient reason for dismissal from the services of the Northern California Golf Association P.J. Boatwright, Jr. Intern Program regardless of the time that has elapsed before discovery.

I authorize the Northern California Golf Association to contact my references and to investigate my past employment, education credentials and other employment-related activities.

I understand that filing this application in no way assures me a position with the Northern California Golf Association P.J. Boatwright, Jr. Intern Program, and that this application is not, and is not intended to be, a contract of employment. I understand that if employed, my employment and compensation can be terminated, with or without cause, and with or without notice, at any time, and at the option of the Northern California Golf Association.

If employed with the Northern California Golf Association P. J. Boatwright, Jr. Intern Program, I agree to abide by the rules, policies and procedures the NCGA's including those rules, policies and procedures that may become effective after employment.

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Signature of Applicant:	Date:

Candidates chosen to participate in the NCGA P. J. Boatwright, Jr. Intern Program will be employees of the NCGA.

Mail your application, cover letter and resume to:
Northern California Golf Association
Attn: P.J. Boatwright Jr. Intern Coordinator
3200 Lopez Road
Pebble Beach, California 93953

Or e-mail to Jim Brady:
jbrady@ncga.org

EQUAL EMPLOYMENT OPPORTUNITY/AFFIRMATIVE ACTION EMPLOYER

APPLICANT IDENTIFICATION FORM FOR
NORTHERN CALIFORNIA GOLF ASSOCIATION

PLEASE READ CAREFULLY:

The California Fair Employment and Housing Commission requires employers to obtain certain information from each job applicant. COMPLETION OF THE INFORMATION ON THIS PAGE IS VOLUNTARY. Information provided will be kept separate from your job application and will not be considered in employment or hiring decisions, or in any discriminatory purpose. It will not be kept in your personnel file and will not be made available to managers or employees.

Today's Date: _____

Applicant Name: _____

Job Applying For: _____

Applicant's Sex: [ ] Male [ ] Female

Race: ___ White ___ Asian ____ American Indian or Alaskan Native

____ Hawaiian or other Pacific Islander-Asian ____ Black or African American

____ Hispanic or Latino _____ Two or more races Non – Hispanic White

Check if applicable: Veteran ____ No ____ Yes

_____ I do not wish to complete this form