



Pre-application Survey

Before completing an application for employment with the Cincinnati Sports Mall, we ask that you review the following list. If you are unwilling to do any of the following, you need **NOT** apply. We have standards for all our employees and the following is a list of standards that are not negotiable!

Would you agree:

- That serving our customers is your number one priority?
- To smile and greet every customer you encounter?
- To arrive for work 5 minutes before the start of your scheduled shift?
- To make cleanliness of our facility one of your primary responsibilities?
- To clock in and out for every shift you work?
- To wear your uniform? Plain, traditional tan (khaki) pants or shorts worn with a belt (or plain, black nylon pants or shorts if working on the fitness floor) with your uniform shirt tucked in at all times, athletic shoes, plain white socks and your nametag.
- To always be neat and professional looking with particular attention to your hair, jewelry, makeup, and any piercing, etc?
- To leave your cell phone or pager turned off and out of sight?
- To neither make or take personal phone calls at work unless you are clocked out?
- To end conversations with co-workers, friends when a customer approaches?
- To have reliable and consistent transportation to and from work?
- To park in the employee parking lot (located away from our member parking) even when you are not scheduled to work and are using the facility to work out?
- To be responsible for your own shift changes after a schedule has been posted for your department?
- To cover shifts when you are normally scheduled to help your department?

If you responded “**NO**” to **any** items on the above list, this is not the place for you to work so do **NOT** complete an application. We appreciate your initial interest.

If you responded “**YES**” to **all** items on the above list, you may proceed to fill out an application. Please sign and return this form to the Receptionist to receive an application.

I have read and understand the above expectations and I am still interested in employment opportunities with the Cincinnati Sports Mall.

Signature

Date

EDUCATIONAL BACKGROUND

Type of School	Name & Address	Course of Study	Did You Graduate?	List Degree or Diploma
High School				
College				
Graduate				
Business/Trade				
Other				

COMPLETE EMPLOYMENT HISTORY

(List most recent job first – use additional sheets if necessary)

EMPLOYER #1			Job Title
ADDRESS			
PHONE NUMBER			
SUPERVISOR			Reason For Leaving
PAY RATE/SALARY	Starting \$:	Ending \$:	
LENGTH OF SERVICE	From: / / (Month/day/year)	To: / / (Month/day/year)	

EMPLOYER #2			Job Title
ADDRESS			
PHONE NUMBER			
SUPERVISOR			Reason For Leaving
PAY RATE/SALARY	Starting \$:	Ending \$:	
LENGTH OF SERVICE	From: / / (Month/day/year)	To: / / (Month/day/year)	

EMPLOYER #3			Job Title
ADDRESS			
PHONE NUMBER			
SUPERVISOR			Reason For Leaving
PAY RATE/SALARY	Starting \$:	Ending \$:	
LENGTH OF SERVICE	From: / / (Month/day/year)	To: / / (Month/day/year)	

State any additional information you feel may be helpful to us in considering your application.
Describe any specialized training, apprenticeship, skills, and extra-curricular activities.

COMPLETE FOLLOWING ONLY IF APPLYING FOR CLERICAL POSITION

Can you type? Yes ___ No ___ W.P.M _____
Computer Program Experience: MS Word ___ Excel ___ PowerPoint ___ Other _____
Office Equipment Experience: Copier ___ Fax ___ Switchboard ___

Employee Availability

Circle the days that you are able to work:

MON TUES WED THURS FRI SAT SUN

The club is staffed during the following hours:

Monday – Friday
5:00 am – 1:00 am

Saturday & Sunday
6:30 am – 10:00 pm

List the hours that you are available to work according to the above schedule:

Monday: _____

Tuesday: _____

Wednesday: _____

Thursday: _____

Friday: _____

Saturday: _____

Sunday: _____

How many hours do you want to work per week? _____

APPLICANT STATEMENT

1. I hereby certify that all responses set forth during my employment application process are true and complete. I understand and agree that any falsification, misrepresentation or omission either on the employment application form or in my responses to questions asked during the interviewing or examination process may disqualify me from further consideration for employment, or if employed by Cincinnati Sports Mall, will subject me to immediate termination, whenever the falsification or omission is discovered. In this regard, where an item is left blank on the employment application, it is because there is no information within this scope.
2. I understand that a drug or alcohol screen may be required before (following receipt of a conditional offer) and during my employment.
3. I agree and consent that Cincinnati Sports Mall may inspect any Sports Mall property at any time and for any reason, without notice. This property includes, without limitation, work stations, computers, offices, desks, lockers, voice mail and filing cabinets. Additionally, I agree and consent that any personal items I bring onto the Cincinnati Sports Mall's premises are subject to inspection at any time and for any reason, without prior notice.
4. In consideration of the Company's review of my application, I agree that any claim or lawsuit arising out of my employment with, or my application for employment with the Company or any of its subsidiaries must be filed no more than six months after the date of the employment action that is the subject of the claim or lawsuit. While I understand that the statute of limitations for claims arising out of an employment action may be longer than six months, I agree to be bound by the six month period of limitations set forth herein, and I waive any statute of limitations to the contrary.
5. I understand and agree if I am employed by Cincinnati Sports Mall, my employment is at-will so that I may terminate my employment at any time and for any or no reason. Likewise, Cincinnati Sports Mall can terminate my employment at any time and for any or no reason. I also understand and agree that nothing contained in Cincinnati Sports Mall's employment application or in the granting or conducting of an interview or anything set forth in any oral or written statement, communication, or policy now or in the future constitutes or creates or is intended to constitute or create a contract or promise between me and Cincinnati Sports Mall for employment, hours of work, or for the providing of benefits. Moreover, I acknowledge that Cincinnati Sports Mall reserves the right to modify, revoke, suspend, terminate or change any or all of its plans, policies or procedures at any time, without prior notice. No promises or guarantees regarding employment, hours of work or for the providing of benefits have been made to me and I understand and agree that no such promise or guarantee is binding on Cincinnati Sports Mall unless they are expressed promises, made in writing and signed by the President of Cincinnati Sports Mall.
6. I understand that I may take as much time as needed to review and consider my Application for Employment and this Applicant Statement and I affirm, by signing below, that I have adequate time to do so.

Applicant's Signature

Date