

RECREATION CENTERS OF SUN CITY, INC.

INTERNAL APPLICATION

NOTE: You must have your Current Supervisor's approval (signature below) prior to providing this form to Human Resources.

Employee Name _____ Date _____
Phone Number _____
Email Address _____

EMPLOYEE INFORMATION

Current Job _____
Current Job Location _____
Supervisor _____
Hire Date _____
Current Pay Rate _____

JOB CHANGE REQUEST INFORMATION

Position Applying For _____
Is this position Posted? Yes No Location _____

Why are you applying for this job

What qualifies you for this position

If applying for a Posted position and not chosen, would you like to remain on file Yes No
Any specific location/job/comments:

Transfer Acknowledgement

I acknowledge everything contained above is true and correct. I understand that false or misleading information provided on this Internal Application form or during an interview may result in termination from employment.
I understand that the Employment At Will Statement on my original Employment Application, as well as any and all other acknowledgements made on my original Employment Application will remain applicable if I am transferred to another position within the Recreation Centers of Sun City.

Employee Signature Date Current Supervisor Signature Date

HR Manager Signature Date