



# Application for Employment

**----AN EQUAL OPPORTUNITY EMPLOYER----**

## PERSONAL DATA

LAST NAME FIRST MIDDLE INITIAL

Are you 18 years of age or over?  Yes  No

### HOME ADDRESS

### PERMANENT ADDRESS

STREET STREET

CITY STATE ZIP CITY STATE ZIP

TELEPHONE - AREA CODE NUMBER TELEPHONE - AREA CODE NUMBER

( ) ( )

## EMPLOYMENT INFORMATION

Position(s) applied for: Salary Desired: \$ per hour

PLEASE I understand that an offer for employment and my continued employment with this company are contingent upon satisfactory proof of my authorization to work in the United States.

If you are a veteran of any branch of the U.S. Armed Forces, did you acquire skills which would be relevant for the position for which you are applying?

Yes  No If yes, please describe:

Have you ever been employed by  or previously applied for  a position with this company?

If so, please check the appropriate space above and specify location (s) and date (s).

How were you referred to this company?

The following conditions may be required at some point in a job assignment. If required, would you be willing to work:

- |   |  |                              |  |
|---|--|------------------------------|--|
| a) Shift Work?                                  | <input type="checkbox"/> Yes <input type="checkbox"/> No | b) Rotational work schedule? | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| c) Work schedule other than Monday thru Friday? | <input type="checkbox"/> Yes <input type="checkbox"/> No | d) Overtime?                 | <input type="checkbox"/> Yes <input type="checkbox"/> No |

When could you be available to begin work?

Type of employment desired:  Full-time  Part-time  Temporary  Summer  Cooperative Education

## EDUCATION AND TRAINING

Type of School	Name & Address of School	Graduated		Type of Degree Diploma or Certificate	Major/Minor Field of Study
		Yes	No		
High School	Dates Attended				
College or University					
Other Education					

FOREIGN LANGUAGES 1. \_\_\_\_\_ [ ]  
 (List fluent only) Read [ ] Write [ ] Speak

2. =====[ ] Read [ ] Write [ ] Speak

**SECURITY DATA**

Have you been convicted of a felony within the last five years?  Yes  No

If yes, briefly describe the circumstances of your conviction, indicating the date, nature, and place of the offense and disposition of the case.

**EMPLOYMENT EXPERIENCE**

Please list your job history for the past five years \* (or last three employers). Start with your present status and note any periods in which you were not employed. Include U.S. military service, previous hotel experience, summer/part-time jobs and cooperative education.

Comp any Name and Address	D ates Employed Month Year	Base Rate of Pay	Position, Title and Description of Duties	Reason for Leaving
	From	Starting		
		\$ Per		
	To	Final		
Telephone ( )		\$ Per.		Supervisor
Comp any Name and Address	D ates Employed Month Year	Base Rate of Pay	Position, Title and Description of Duties	Reason for Leaving
	From	Starting		
		\$ Per		
	To	Final		
Telephone ( )		\$ Per.		Supervisor
Comp any Name and Address	D ates Employed Month Year	Base Rate of Pay	Position, Title and Description of Duties	Reason for Leaving
	From	Starting		
		\$ Per		
	To	Final		
Telephone ( )		\$ Per		Supervisor

Do you have any objections to our contacting your present employer to verify the above?

No, You may contact any time.  Do not contact now; you may contact at a later date.  
(Please specify e.g., after acceptance of offer or a specific date if appropriate)

**PLEASE READ THE FOLLOWING STATEMENTS CAREFULLY**

1. I authorize the person, schools, current employer (if approved by me in the Employment Experience Section) and other organizations or employers named in this application to provide this company with any relevant information which may be required to arrive at an employment decision.
2. I understand and agree that:
  - a) The information that I have provided is accurate to the best of my knowledge and subject to verification by this company.
  - b) A material misrepresentation or deliberate omission of a fact in my application may be justification for refusal of employment or, if employed, termination by this company.
  - c) Although management makes every effort to accommodate individual preferences, business needs at times make the following conditions mandatory: overtime, shift work, a rotating work schedule, or a work schedule other than Monday through Friday. I understand and accept these conditions of my continuing employment.
3. I understand that nothing contained in this employment application or in the granting of an interview is intended to create an employment contract between myself and this company, for either employment or for the providing of any benefit. No promises regarding continued employment have been made to me, and I understand that no such promise or guarantee is binding upon this company unless made in writing.

PLEASE SIGN HERE:

DATE:

\* This company does not discriminate in hiring or employment on the basis of race, color, religion, national origin, sex, age, or disability. No question on this application is intended to secure information to be used for such discrimination.

THIS APPLICATION WILL RECEIVE ACTIVE CONSIDERATION FOR THIRTY DAYS