



Application for Employment

AN EQUAL OPPORTUNITY / AFFIRMATIVE ACTION EMPLOYER

Personal Data

Last Name: _____ First: _____ Middle Initial: _____

Home Address-Street: _____

City: _____ State: _____ Zip: _____

Home Telephone: (_____) _____ Cell Telephone: (_____) _____

Employment Information

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

Please initial I understand that an offer of employment, and my continued employment with HD Hospitality are contingent upon satisfactory proof of my authorization to work in the United States.

Are you 18 years of age or over? Yes No

Friends or relatives employed by HD Hospitality & Location: _____

Have you ever been employed by or previously applied for a position with HD Hospitality. If so, please check the appropriate space above and specify location(s) and date(s) on the line below.

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 Yes No b) Rotational work schedule? Yes No

c) Work Schedule other than Monday thru Friday? Yes No d) Overtime? Yes No

When could you be available to begin work: _____

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

Education and Training

Type of School	Name & Address of School	Dates Attended	Graduated		Type of Degree, Diploma or Certificate	Major/Minor Field of Study	
			Yes	No			
High School							
College or University							
Higher Education							
Foreign Languages (List fluent only)					Read	Write	Speak
1.							
2.							

Security Data

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

If yes, please 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, summer/part-time jobs, and cooperative education assignments.

Company	Dates Employed Month / Year	Base Rate of Pay	Position Title & Description of Duties	Reason for Leaving
Name	From:	\$ _____ per End		Supervisor
Address	To:			
Telephone ()				
Name	From:	\$ _____ per End		Supervisor
Address	To:			
Telephone ()				
Name	From:	\$ _____ per End		Supervisor
Address	To:			
Telephone ()				

May we contact your present employer to verify the above?

Yes No Do not contact now. You may contact at a later date.

(Please specify e.g., after acceptance of offer or specific date, if appropriate.)

PLEASE READ THE FOLLOWING STATEMENTS CAREFULLY

- I certify that to the best of my knowledge the foregoing statements given by me are all true. This information is also subject to verification by HD Hospitality.
- A material misrepresentation or deliberate omission of a fact in my application may be justification for refusal of employment or, if employed, termination by HD Hospitality.
- Due to business needs, the following work conditions are mandatory. Overtime, shift work, a rotating work schedule, or work schedule other than Monday-Friday. I understand and accept these conditions of my continuing employment.
- 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 HD Hospitality 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 HD Hospitality unless made in writing.

Please Sign Here _____ Date _____

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