



Application for Employment

Name (Last, First, Middle):			Social Security No.
Street Address:			City, State & Zip:
Home Phone:	Mobile Phone:	Other Phone:	
Are 18 years of age or older? <input type="checkbox"/> Yes <input type="checkbox"/> No	Other names under which you have attended school or been employed:	If required for position, do you have a valid driver's license? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Are you eligible to work in the United States? <input type="checkbox"/> Yes <input type="checkbox"/> No	Are you currently employed? <input type="checkbox"/> Yes <input type="checkbox"/> No	If so, may we inquire of your present employer?	
Position Applying for:	Date you can start:	Salary Desired:	

EDUCATION

Name of School	City/State	Did you graduate?	Years Attended	Degree received	Major
High School:		<input type="checkbox"/> Yes <input type="checkbox"/> No			
College:		<input type="checkbox"/> Yes <input type="checkbox"/> No			
Trade, Business, or correspondence school:		<input type="checkbox"/> Yes <input type="checkbox"/> No			
Other credentials/ licenses/ professional affiliations, etc., which are relevant to the job(s) for which you are applying.					

WORK EXPERIENCE - Please detail your entire work history. Begin with your current or most recent employer. If you held multiple positions with the same organization, detail each position separately. Attach additional sheets if necessary. Omission of prior employment may be considered falsification of information. Please explain any gaps in employment. Include full-time military or volunteer commitments.

PLEASE NOTE: Town & Country Inn and Suites reserves the right to contact all current and former employers for reference information.

Dates Employed	Name & Address of Employer	Salary	Position	Reason for Leaving
To				
From				
To				
From				
To				
From				
To				
From				

SKILLS: Please list technical skills, clerical skills, trade skills, U.S Military or Naval Service, etc.

References (Give below the names of three persons not related to you, whom you have known at least one year.)

Name	Address/Phone Number	Business	Years Known

Have you ever been convicted of a felony or misdemeanor other than a minor traffic violation? Yes No If yes, explain.

Please note being convicted of a felony or misdemeanor does not automatically bar you from employment.

PLEASE READ CAREFULLY AND SIGN THAT YOU UNDERSTAND AND ACCEPT THIS INFORMATION.

"I certify that the facts contained in this application are true and complete to the best of my knowledge and understand that, if employed, falsified statements on this application shall be grounds for dismissal.

I authorize investigation of all statements contained herein and the references and employers listed above to give you and any and all information concerning my previous employment and any pertinent they may have, personal or otherwise, and release the company from all liability for any damage that may result from utilization of such information.

I also understand and agree that no representative of the company has an authority to enter into any agreement for employment for any specified period of time, or to make any agreement contrary to the foregoing, unless it is in writing and signed by an authorized company representative.

This waiver does not permit the release or use of disability-related or medical information in a manner prohibited by the Americans with Disabilities Act (ADA) and other relevant federal and state laws.

I understand that a consumer credit report or criminal records check may be necessary prior to my employment. If such reports are required, I understand that, in compliance with federal law, the company will provide me with a written notice regarding the use of these reports and will also obtain a separate written authorization from me to consent to these reports. I also understand that a poor credit history or conviction will not automatically result in disqualification from employment."

In compliance with federal law, all persons hired will be required to verify identity and eligibility to work in the United States and to complete the required employment eligibility verification document form upon hire.

Applicant Signature: _____ Date: _____

DO NOT WRITE BELOW THIS LINE
