



Employment Application

It is the policy of Hampton Inn & Suites to be an Equal Opportunity Affirmative Action Employer. The objective of the Company is to recruit, hire, train, and promote into all job levels the most qualified applicants and employees without regard to race, color, gender, religion, age, sexual orientation, marital status, national origin, military status, veteran status or disability. All such decisions are made by utilizing objective standards based on the individual's qualification as they relate to the particular job opportunity and to the furtherance of equal opportunity.

General Information

Name (Last, First, Middle)		Date of Application
Home Address	City	State Zip Code
Home Telephone ()	Cell Telephone ()	Other Telephone ()
Position Applying For:	Wage Desired:	Are there any days or times you are NOT available to work? If yes, please list:
Date Available:	Are you interested in (check all that apply): <input type="checkbox"/> Temporary <input type="checkbox"/> Full-Time <input type="checkbox"/> Part-Time	
Have you previously been employed by Crown Hotel and Travel Management? If yes, please list what position(s):		Dates of Previous Employment: From: To:

Education

Circle Highest Grade Completed	High School 9 10 11 12	Technical - Other 1 2 3 4	College 1 2 3 4	Graduate School 1 2 3 4
School Name/City/State <small>(You may be required to provide copies of transcripts)</small>		Course/Degree		Diploma or Degree Received? Yes or No
High School				
Technical/Business/Vocational				
Other				
Undergraduate College				

Technical Skills/Experience

Indicate experience or training with the equipment or activities listed below as applicable to the position for which you are applying.

<input type="checkbox"/> ServSafe Alcohol <input type="checkbox"/> ServSafe Food Safety <input type="checkbox"/> Other
<input type="checkbox"/> Customer Service Training (List):
<input type="checkbox"/> Management Training (List):
<input type="checkbox"/> Other Training or Skills (Please Describe):

Additional Information

I am aware that upon my potential date of hire I will be subject to a background check : _____ Yes _____ No
Are you legally entitled to work in the United States? <input type="checkbox"/> Yes <input type="checkbox"/> No If no, please explain:
Were you ever discharged by any company? If yes, please provide reason(s) and company (ies): <input type="checkbox"/> Yes <input type="checkbox"/> No
Have you ever been convicted of a crime other than a motor traffic violation? If yes, please explain all offenses: <input type="checkbox"/> Yes <input type="checkbox"/> No
If yes, were any felony convictions in the last five years? <input type="checkbox"/> Yes <input type="checkbox"/> No
Convictions are not necessarily a bar to employment or promotion; however, deception as to their existence or falsification of their exact nature will result in denial or termination of employment. In considering your conviction record, factors such as the time of the offense, seriousness, and nature of the violation will be taken into account.

Work Experience

Starting with your most recent employer, please list every job that you have held in the past ten years. Give accurate dates of employment and specific reason(s) for leaving. You should include any military experience that is relevant to the position for which you are applying. If all positions held do not fit on this application, please use additional pages of paper and attach.

Dates (Mo. & Yr.)	Employer Name and Address	Position Held and Supervisor	Salary and Wages	Reason for Leaving
From	Name	Your Job Title	Starting	
To	Address City State	Supervisor	Final	
	Telephone			
From	Name	Your Job Title	Starting	
To	Address City State	Supervisor	Final	
	Telephone			
From	Name	Your Job Title	Starting	
To	Address City State	Supervisor	Final	
	Telephone			
From	Name	Your Job Title	Starting	
To	Address City State	Supervisor	Final	
	Telephone			

May we contact your current employer? Yes No

May we contact your former employers? Yes No

Employer References

Refer to people familiar with your work performance or academic background.

Name	Work Phone Number	Title	Years Known

Directions: Read this agreement before you sign this application. If you have any questions, ask someone before you sign it.

In consideration of my employment or the continuation of my employment Hampton Inn ("the Company"), and the salary and wages to be paid to me, I agree to the following:

- I acknowledge that I am honestly and legitimately applying for the position specified on this application. The information is true and complete and I understand that any misstatement, falsification or omission of information shall be grounds for denial of employment or if hired, discharge from employment with the Company. I agree that all statements made in regard to evaluation of my application are subject to investigation and confirmation by the Company.
- I agree that my signature on this application serves as my consent to the conduct of and promise to cooperate fully in any security investigation that may be conducted by the Company. I understand that my refusal to cooperate with any investigation shall be cause for withdrawal of my application for employment or cause for discharge from employment with the Company.
- I understand that if the Company hires me, I may have access to training and policy manuals developed by the Company. I understand these manuals may include confidential information. I agree not to make copies of these manuals or provide this information to anyone without approval from my supervisor.
- I agree to observe all Company policies, practices, and procedures currently in existence and new and revised ones, which may be issued in the future.
- I agree and acknowledge my employment with the Company is not for any definite period of time and that either the Company or I may terminate my employment at any time without advance warning or notice, without investigation and without cause. I understand that the employment-at-will relationship is the entire agreement between me and the Company as to the duration of employment.
- I agree that should I be employed by the Company, either in the position applied for or in some other position now or hereafter, such employment may be terminated by the Company at any time, without liability to me for wages or salary, except as such may have been earned at the time of termination of employment.
- I agree to provide to the Company documents as prescribed by the Immigration Reform and Control Act of 1986, which verify my eligibility to be employed in the United States.
- I authorize any former employer, education institution, or any other person or representative of a company or organization to release the details of my former employment, education or other history including any documentary evidence thereof to the Company. I release my former employer, educational institution or any other person or representative from any liability for furnishing any such information to the Company.

Applicant's Signature	Applicant's Printed Name	Date

