

EMPLOYMENT APPLICATION

Your Contact Information

Social Security Number _____ Date of Application _____

First Name _____ Middle Initial _____ Last Name _____

Street Address _____ City, State, Zip _____

Home Number _____ Alternative Number _____

Position Information

Position Desired _____ Desired Salary/Hourly Wage _____

Please indicate your availability to work:

	Sun	Mon	Tue	Wed	Thur	Fri	Sat
AM Shift							
PM Shift							
Overnight							

Are there any days/shifts/hours that you are not able to work? _____

When are you available to begin work? _____

Work Eligibility

Are you eligible to work in the United States? Yes No

Do you meet the minimum requirements to serve alcohol? Yes No

Have you been convicted of a felony or a misdemeanor within the last seven (7) years? Yes No

If yes, please explain
Conviction of a crime will not necessarily disqualify you from the job for which you are applying. Each conviction will be considered with respect to time, job relatedness, and other relevant factors.

Your Background

Where did you attend... _____

Highschool? _____ 9 10 11 12
 Please indicate the highest level completed
Did you graduate? Yes No

College? _____ 1 2 3 4
 Please indicate the highest level completed
Did you graduate? Yes No

Training & Skills Please list below any other special training or skills (educational, or job specific training, skills, computer knowledge, etc)

Basic How did you hear about us?

Information

- Advertisement, where? _____
- Web, what site? _____
- Walk-In
- A current associate, if so, who? _____

Have you ever applied with Graves Hotels Resorts before? Yes No

If yes, when _____

Have you ever been employed with Graves Hotels Resorts? Yes No

If yes, when & with what property _____

Do you have any relatives who are currently employed with Graves Hotels Resorts? Yes No

If yes, please provide their name, and relationship to you _____

**Former
Employment
Information**

Please list your 3 past employers, starting with your current or most recent employer.

CURRENT EMPLOYER OR MOST RECENT EMPLOYER

Employer Name & Address _____ Phone Number _____

Your Job Title _____ Supervisor Name/Title _____

Briefly describe your job duties _____

Hire date _____ End Date _____ Starting Wage _____ Ending Wage _____

Reason for Leaving _____

How did you leave? Resigned Terminated

May we contact this employer? Yes No

NEXT MOST RECENT EMPLOYER

Employer Name & Address _____ Phone Number _____

Your Job Title _____ Supervisor Name/Title _____

Briefly describe your job duties _____

Hire date _____ End Date _____ Starting Wage _____ Ending Wage _____

Reason for Leaving _____

How did you leave? Resigned Terminated

May we contact this employer? Yes No

NEXT MOST RECENT EMPLOYER

Employer Name & Address		Phone Number	
Your Job Title		Supervisor Name/Title	
Briefly describe your job duties			
Hire date	End Date	Starting Wage	Ending Wage
Reason for Leaving			
How did you leave?	<input type="checkbox"/> Resigned	<input type="checkbox"/> Terminated	
May we contact this employer?	<input type="checkbox"/> Yes		<input type="checkbox"/> No

Signature & Acknowledgement

I hereby certify that all of the information provided by me in this application (or any other accompanying documents) is correct, accurate and complete to the best of my knowledge. I understand that the falsification, misrepresentation or omission of any facts in said documents may be cause for denial of employment or immediate termination of employment regardless of the timing or circumstances of discovery.

I understand that submission of an application does not guarantee employment. I further understand that if an offer of employment is extended by Graves Hotels.Resorts that such employment at Graves Hotels.Resorts is at will, for no specified duration and may be terminated by either Graves Hotels.Resorts or myself at any time, with or without cause or notice. I understand that none of the documents, policies, procedures, actions, statements of Graves Hotels.Resorts is deemed a contract of employment real or implied...I understand that no representative of Graves Hotels.Resorts except the President or CEO has the authority to enter into any agreement guaranteeing any conditions of employment or any agreement contrary to the foregoing statements and those agreements must be made in writing and signed by the President or CEO of Graves Hotels.Resorts.

In consideration for employment with Graves Hotels.Resorts, if employed, I agree to conform to the rules, regulations, policies and procedures of Graves Hotels.Resorts at all times and understand that due to the nature of Graves Hotels.Resorts attendance and punctuality are considered essential requirements of every employee of Graves Hotels.Resorts and that poor attendance or tardiness will result in disciplinary action.

I understand that if offered a position with Graves Hotels.Resorts, I may be required to submit to a pre-employment drug screening, and background check as a condition of employment. I understand that if unsatisfactory results from, refusal to cooperate with, or any attempt to affect the results of these pre-employment tests or checks will result in the withdrawal of any employment offer or termination of employment if already an employee.

I hereby authorize any and all schools, former employers, references, courts or any others who have information about me to provide such information to Graves Hotels.Resorts and/or any of its representatives, agents or vendors and I release all parties involved from any and all liability for any and all damage that may result from providing such information.

I understand that this application is considered current for three months. If I wish to be considered for employment after this period I must fill out and submit a new application.

By signing below I acknowledge that I have read, understood and agree to the above statements.

Signature

Date



We are an equal opportunity employer. All qualified applicants will receive consideration without regard to race, color, religion, gender, national origin, age, disability, veteran status or any other status protected by law.