



## APPLICATION FOR EMPLOYMENT

### AN EQUAL OPPORTUNITY EMPLOYER

Equal Access to programs, services and employment is available to all persons. Those applicants requiring accommodation to the application and/or interview process should notify a management representative.

Position Applied For	When can you start?	Full or Part Time	Salary/Wage Desired?
Today's Date	Name (First, Middle, Last)		Soc. Sec. Number
Address (Number, Street, City, State, & Zip)			(Area Code) Phone Number
			H: (    )
			W: (    )
Have you ever applied to work at this company before? If yes, when?	Are you able to perform the essential functions of the job(s) for which you are applying with or without accommodation? Please describe all accommodations you require.	If under 18, and it is required, can you furnish a work permit?	
Are you legally eligible for work in this country?	How were you referred to us?	Do you have any relatives working for Landmark Hotel Group? If so, whom?	
Name of employee who referred you	In case of emergency, notify (name/address)	(Area Code) Phone Number	
Name:		H: (    )	
Relationship:		W: (    )	
Have you ever been <b>convicted of, or plead guilty or no contest</b> to a felony or misdemeanor (not including minor traffic offenses)?			
Note: Prior criminal history will not necessarily bar you from employment with Landmark Hotel Group.			
Yes      No      If "yes", please explain.			

### Educational / Professional Background

Schools attended – include current	Location	Major	Did you graduate?
High School			
College			
Other			
United States Military Service, Dates, Grade		Have you ever had a security clearance? If so, please explain.	
Would you be willing to complete a company drug test?	Yes      No	Drivers License number if driving is an essential job function:	
Please explain your reason for seeking employment with us.			
In what professional and/or service organizations are you active? (You may exclude memberships that would reveal race, color, religion, national origin, citizenship, age, mental or physical disabilities, veteran/reserve status or any other similarly protected status.)			
If hired, do you have reliable means of transportation to work?			
Yes      No      If "no", please explain.			

**Employment History - Please list employment history beginning with your current or most recent employer:**

From	Thru	Present or most recent employer	Type of Business
Address		May we contact?	(Area Code) Phone Number
Name of current or final supervisor	Starting Position	Current or Final Position	Ending Salary
Reasons for leaving			

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**PROFESSIONAL REFERENCES**

1. \_\_\_\_\_ Phone: \_\_\_\_\_ relationship: \_\_\_\_\_
2. \_\_\_\_\_ Phone: \_\_\_\_\_ relationship: \_\_\_\_\_
3. \_\_\_\_\_ Phone: \_\_\_\_\_ relationship: \_\_\_\_\_

Listed below is the Landmark Hotel Group's C.A.R.E. Service Concept, which will result in increased customer satisfaction.

**C**ommunicate with guest and co-workers. Show them that you care with your words and actions.

**A**nticipate the needs of our guests and fellow co-workers before they have to ask.

**R**espond immediately. Do your best to handle situations when they arise, or find someone who can help you.

**E**nthusiastically. Make your hotel a fun place to work. Let guest know that you like your job and you enjoy serving them. Smile!

I hereby certify that all of the information contained in this application or otherwise submitted to Landmark Hotel Group and its related companies is true, correct and complete and does not contain any material misstatement of the fact or omits to state a material fact or any fact necessary to make the statements contained herein or therein not misleading. I understand that the discovery of any misstatement of fact or material omission, whenever discovered, will be sufficient cause for dismissal from employment. I hereby authorize investigation of all personal employment (including criminal background checks) or other related matters as may be necessary in arriving at an employment decision. I hereby release Landmark Hotel Group, its affiliates and subsidiaries, and other respective directors, officers, employees, and agents from any and all liability which may result from making such inquiries and investigations. INITIALS: \_\_\_\_\_

I understand that nothing contained in the application, conveyed during any interview which may be granted, or stated during my employment if hired, is intended to create an employment contract between me and Landmark Hotel Group. In addition I understand and agree that if I am employed; my employment is for no definite or determinable period and may be terminated at any time, with or without prior notice, at the option of myself or Landmark Hotel Group. No promises or representations which are contrary to the foregoing are binding on me or Landmark Hotel Group. INITIALS: \_\_\_\_\_

Signature of Applicant \_\_\_\_\_