

Skills

List any skills (*for example, computer proficiency, technical knowledge, etc.*) relevant to the position(s) for which you are applying:

Can you perform the essential job functions required of the position(s) for which you are applying with or without reasonable accommodation?
 Yes No

Maryland Polygraph Statement

Under Maryland law, an employer may not require or demand as a condition of employment, prospective employment or continued employment, that an individual submit to or take a lie detector or similar test. An employer who violates this law is guilty of a misdemeanor and subject to a fine not to exceed \$100.

I acknowledge that I have received and carefully read the Maryland Polygraph Statement, and that I have asked whatever questions I have, and fully understand the statement.

signature of applicant date

Pre-employment Drug Testing

As part of the employment application process, I hereby consent to urinalysis or other lawful pre-employment testing for the purpose of detecting the presence of drugs or their metabolites. I also consent to the release of the test results and other relevant medical information to this hotel's management. I understand that the results of the test may be grounds for disqualifying me from employment.

I hereby authorize the hotel, its medical personnel and/or agents to obtain a specimen of my urine for the purposes set forth above. I hereby release the hotel, the lab, and their officers, directors, employees, and agents from any and all claims and/or liability resulting therefrom or relating thereto.

signature of applicant date

Applicant's Statement

I certify that the answers given on this application are true and complete. I understand that any falsification, misrepresentation or omission by me on this application may result in rejection of this application or immediate termination of employment.

I authorize and request that all of my present and former employers and those individuals I have listed as references or otherwise identified in the application and interview process, furnish information about me and/or my employment record, including a statement of reasons for the termination of my employment and information regarding my work performance, disciplinary reports or action, reprimands, abilities and other qualities and information pertinent to my qualifications for employment, and hereby release them from any and all liability for damages arising from supplying information about me to Hospitality Partners or its agents. Further, I hereby release from liability and hold harmless Hospitality Partners and its employees and/or officers for all activities associated with checking references and verifying the information I supply during the application and interview process.

I understand this application will be considered active for 30 days, and to be considered for openings beyond that period, I must file a new application. Neither any statements made by the company during the application process, nor anything in this application should be construed as giving rise to any type of contractual agreement. If I am offered employment, I understand that I will be an at-will employee and I understand the at-will employment relationship may not be changed by any written document, oral statement, or by conduct unless such change is specifically acknowledged in writing by the President or Executive Vice President of Hospitality Partners and the writing mentions this disclaimer. IF EMPLOYED, I understand and agree that my employment shall be for an indefinite period of time and can be terminated at will at any time by me or by the company without notice or cause.

I have carefully read the above statements, have asked whatever questions I have, agree to and fully understand these statements.

signature of applicant date

HOSPITALITY PARTNERS

HOTEL MANAGEMENT

Application for Employment

We are an equal opportunity employer and consider applicants for all positions without regard to race, color, religion, sex, national origin, age, marital status, veteran status, disability, or any other legally protected status.

please type or print clearly

Date of application _____

Position desired _____

Specify the position(s) for which you are applying. Applications containing indefinite responses such as "any position available" will not be considered.

How did you hear about us? _____

agency friend mass hire newspaper Internet

school walk-in other _____

Personal Information

Name _____
last *first* *middle initial*

Address _____
street/apt number

_____ *city* *state* *zip code*

Telephone (_____) - _____
home
(_____) - _____
work

Employment Information

If you are under 18 years of age, an offer of employment will be contingent upon your procurement of the appropriate work permit. Such employment will be subject to federal, state and local laws and regulations concerning employment of minors, including any applicable hours of work / times of work restrictions. *I have read and understand the Employer's Statement regarding Employment of Minors.*

[please sign here]

Are you legally eligible for employment in the U.S.? Yes No

Proof of identity and eligibility to work in the United States, via documents approved for use on USCIS Form I-9, will be required upon employment.

Have you filed an application with us before? Yes No
If yes, when? / /

Have you ever been employed by this or any other Hospitality Partners-managed hotel before? Yes No
If yes, when? / /

Date you are available to begin employment / /

Salary requirements \$ _____

"Negotiable" and/or blank responses will not be considered.

Type of employment desired Full time Part time Temporary

Due to the nature of our industry, we require employees to be able to accept shifts at varying days and times, including weekends, holidays, and all hours or shifts. Please indicate any limitations on your ability to accept shifts. *You are not required to indicate the need for absence due to religious practices on this application.*

Have you ever been convicted of a felony, other than one which has been expunged from your record? Yes No

If yes, explain details (include full name under which you were convicted).

NOTE: *a conviction will not necessarily disqualify you from employment but will only be considered in relation to specific job requirements.*

Have you ever been counseled, disciplined, or discharged from any employment regarding one or more incidents in which you fought with, struck, or verbally or physically threatened any other individual, used or possessed a weapon, or otherwise engaged in violent or threatening conduct? Yes No

If yes, state below the date of the counseling, discipline or termination, the name and address of the employer involved, the degree of discipline (including discharge) that was imposed, and explain the circumstances.

NOTE: *the information you provide here will not necessarily disqualify you from employment.*

Have you ever been terminated, asked to resign, or left a job without notice? Yes No

If yes, identify the employer(s) and explain the circumstances.

Education

Please include any diplomas, degrees, or certifications received.

	name, city, & state	course of study
high school		
college		
other		

Work Experience

If currently employed, may we contact your present employer? Yes No

List your present or more recent employer first.

employer	phone #	from:	to:
address (include city and state)			
position	supervisor	rate of pay	
duties	reason for leaving		

employer	phone #	from:	to:
address (include city and state)			
position	supervisor	rate of pay	
duties	reason for leaving		

employer	phone #	from:	to:
address (include city and state)			
position	supervisor	rate of pay	
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