

# Employment Application - The Wentworth Inn

## PERSONAL INFORMATION

Last Name: \_\_\_\_\_ First Name, Middle Initial: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ State/Province/Region: \_\_\_\_\_ Zip/Postal Code: \_\_\_\_\_

Country: \_\_\_\_\_ Day Time Phone: \_\_\_\_\_ Evening Phone: \_\_\_\_\_

Fax Number: \_\_\_\_\_ Email Address: \_\_\_\_\_

## APPLICATION INFORMATION

Earliest date available: \_\_\_\_\_ Must leave by what date: \_\_\_\_\_

First Desired Job Choice: \_\_\_\_\_

Second Desired Job Choice: \_\_\_\_\_

Third Desired Job Choice: \_\_\_\_\_

Please tell us how you were referred to The Wentworth Inn: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Referral Details (what newspaper, employee, website etc.): \_\_\_\_\_

\_\_\_\_\_

Have you ever worked at The Wentworth Inn before? If so, please list the dates and which Department or Supervisor you had: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Do you know anyone in the company? If so, please list their names: \_\_\_\_\_

\_\_\_\_\_

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Are you available? \_\_\_\_\_

Please list the times you are available: \_\_\_\_\_

Can you, after offer of employment, submit verification of your legal right to work in the USA? \_\_\_\_\_

Are you 18 years or older? \_\_\_\_\_

Have you been convicted of a felony in the last five years? \_\_\_\_\_

If so, please state the date of the conviction and the nature of the offense (a conviction will not necessarily bar employment): \_\_\_\_\_  
\_\_\_\_\_

If the position you are applying for requires a driver's license, please list:

State: \_\_\_\_\_

Driver's License Number: \_\_\_\_\_

Type: \_\_\_\_\_

## EDUCATION INFORMATION

Please list your education: (High school name and location, year completed; College or specialized training, degree, etc.): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

List your computer skills: \_\_\_\_\_  
\_\_\_\_\_

List any other special qualifications you have: \_\_\_\_\_  
\_\_\_\_\_

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## WORK HISTORY

### Current or Most Recent Employer

Employer: (You must enter a name for each reference.) \_\_\_\_\_

Position: \_\_\_\_\_

Duties: \_\_\_\_\_

Wage: \_\_\_\_\_

Start Date: \_\_\_\_\_

End Date: \_\_\_\_\_

Reason for leaving: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Phone: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Contact's E-mail Address: \_\_\_\_\_

### Second Employer Reference

Employer: (You must enter a name for each reference.) \_\_\_\_\_

Position: \_\_\_\_\_

Duties: \_\_\_\_\_

Wage: \_\_\_\_\_

Start Date: \_\_\_\_\_

End Date: \_\_\_\_\_

Reason for leaving: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Phone: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Contact's E-mail Address: \_\_\_\_\_

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## Third Employer Reference

Employer: (You must enter a name for each reference.) \_\_\_\_\_

\_\_\_\_\_

Position: \_\_\_\_\_

Duties: \_\_\_\_\_

Wage: \_\_\_\_\_

Start Date: \_\_\_\_\_

End Date: \_\_\_\_\_

Reason for leaving: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Phone: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Contact's E-mail Address: \_\_\_\_\_

May we contact your previous employer(s) as a reference? If no, state reason and employer: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_