



STONY BROOK

## Application for Employment

Holiday Inn Express Stony Brook is an equal opportunity employer and does not unlawfully discriminate in employment. No question on this application is used for the purpose of limiting or excluding any applicant from consideration for employment on a basis prohibited by local, state, or federal law. Equal access to employment, services, and programs is available to all persons. Those applicants requiring reasonable accommodation to the application and/or interview process should notify a Holiday Inn Express Manager.

Applicant Name: \_\_\_\_\_

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

Telephone: \_\_\_\_\_ Social Security No. \_\_\_\_\_

Position (s) applied for or type of work desired: \_\_\_\_\_

Type of employment desired: Full time: \_\_\_\_\_ Part time: \_\_\_\_\_

Date you are available to start work: \_\_\_\_\_

Are you able to meet the attendance requirements? \_\_\_\_\_ Yes \_\_\_\_\_ No

Can you travel if required by this position? \_\_\_\_\_ Yes \_\_\_\_\_ No

Are you willing to work overtime if required? \_\_\_\_\_ Yes \_\_\_\_\_ No

Have you ever been previously employed by this organization? \_\_\_ Yes \_\_\_ No

If yes, please give dates: \_\_\_\_\_

Are you legally eligible for employment in the United States? : \_\_\_\_\_ Yes \_\_\_\_\_ No

If hired you will be required to provide proof of eligibility to work in the United States?

\_\_\_\_\_ Yes \_\_\_\_\_ No

If you are under 18, can you furnish a work permit if it is required? \_\_\_\_\_ Yes \_\_\_\_\_ No

Have you ever been convicted of a crime in the last 7 years? \_\_\_\_\_ Yes \_\_\_\_\_ No

If yes, please explain (a conviction will not automatically bar employment.)

Driver's license number (if driving is an essential job duty) \_\_\_\_\_

**Work Experience:**

Please list your work experience for the past five years beginning with your most recent job held.

Employer: \_\_\_\_\_

Position held: \_\_\_\_\_ Telephone #: \_\_\_\_\_

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

Immediate supervisor and title: \_\_\_\_\_

Dates employed: from \_\_\_\_\_ to \_\_\_\_\_

Salary: \_\_\_\_\_ Job summary: \_\_\_\_\_

\_\_\_\_\_

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

May we contact your reference? \_\_\_\_\_ Yes \_\_\_\_\_ No

Employer: \_\_\_\_\_

Position held: \_\_\_\_\_ Telephone #: \_\_\_\_\_

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

Immediate supervisor and title: \_\_\_\_\_

Dates employed: from \_\_\_\_\_ to \_\_\_\_\_

Salary: \_\_\_\_\_ Job summary: \_\_\_\_\_

\_\_\_\_\_

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

May we contact your reference? \_\_\_\_\_ Yes \_\_\_\_\_ No

Employer: \_\_\_\_\_

Position held: \_\_\_\_\_ Telephone #: \_\_\_\_\_

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

Immediate supervisor and title: \_\_\_\_\_

Dates employed: from \_\_\_\_\_ to \_\_\_\_\_

Salary: \_\_\_\_\_ Job summary: \_\_\_\_\_

\_\_\_\_\_

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

May we contact your reference? \_\_\_\_\_ Yes \_\_\_\_\_ No

**Other Skills and Qualifications:**

Summarize any job related training, skills, licenses, certificates, and/or other qualifications:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Educational History:**

List school name and location, years completed, course of study and any degrees earned:

High School: \_\_\_\_\_

College: \_\_\_\_\_

Technical Training: \_\_\_\_\_

Other: \_\_\_\_\_

**References:**

List three references, how you know them, telephone numbers and years known:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

I hereby authorize Holiday Inn Express Stony brook to contact, obtain and verify the accuracy of information contained in this application from all previous employers, educational institutions and references. I also hereby release from liability the potential employer and all its representatives for seeking, gathering and using such information to make employment decisions and all other persons or organizations for providing such information.

I understand that any misrepresentation or material omission made to me on this application will be sufficient cause for cancellation of this application or immediate termination of employment if I am employed, whenever it may be discovered.

If I am employed, I acknowledge that there is no specified length of employment and that this application does not constitute an agreement or contract for employment. Accordingly, either I or the Holiday Inn Express Stony Brook can terminate the relationship at will, with or without cause, at any time, so long as there is no violation of applicable federal or state law.

I understand that if I am employed, I will be required to provide satisfactory proof of identity and legal work authorization within three days of being hired. Failure to submit such proof within the required time shall result in immediate termination of employment.

**Do not sign until you have read the above applicant statement**

I represent and warrant that I have read and fully understand the foregoing, and that I seek employment under these conditions.

Applicant signature: \_\_\_\_\_

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