

Market Street Inn

APPLICATION FOR EMPLOYMENT

MARKET STREET INN IS AN EQUAL OPPORTUNITY EMPLOYER, DEDICATED TO A POLICY OF NON-DISCRIMINATION IN EMPLOYMENT ON ANY BASIS INCLUDING RACE, COLOR, AGE, SEX, RELIGION, DISABILITY, MARITAL OR VETERAN STATUS, SEXUAL ORIENTATION, OR NATIONAL ORIGIN.

PERSONAL INFORMATION

Name: _____
(Last) (First) (Middle) (Social Security Number)

Present Address: _____

Telephone Number: Home: _____ Alternate Number _____

Referred By: _____

Are you 16 years of age or older? Yes No

EMPLOYMENT DESIRED

Position Sought: _____ Location Desired: _____

Date You Can Start: _____ Salary Desired: _____

Are You Employed Now? Yes No

If So, May We Inquire of Your Present Employer? Yes No

Have you applied at Market Street Inn before? Yes No When? _____

Have you ever been employed by Market Street Inn? Yes No Dates of Employment: _____

Are you prevented from lawfully becoming employed in this country because of Visa or Immigration status? Yes No
(If hired, you will be required to provide proof of your identity and authorization to work)

If Yes, explain:

Days available to work: _____ Willing to Work Overtime if needed? Yes No

How were you introduced to Market Street Inn? _____

Are you acquainted with or related to anyone who works for Market Street Inn? Yes No. If yes, give employee's name:

EDUCATION

Name and Location of School	Circle Last Year Completed	Did You Graduate?	Subjects Studied & Degree(s) Received
High School _____	1 2 3 4		
College _____	1 2 3 4		
Post Graduate _____	1 2 3 4		
Trade, Business School _____	1 2 3 4		

GENERAL

Subjects of Special Study (Seminars, Short Courses, Workshops, Training Certifications):

Job Related Skills or Qualifications (Computer Skills/Training):

Have you ever been *convicted* of a criminal offense? ____ Yes ____ No If yes, explain:

(A record of conviction does not necessarily disqualify an applicant from employment).

Activities (Other Than Religious, i.e. Civic, Athletic, etc.):

(Exclude organizations, the name or character of which indicates the race, sex, color or national origin of its members).

FORMER EMPLOYERS

List below your last three employers, starting with the most recent one first.

Length of Service:

Month and Year	Name and Address of Employer	Salary	Position	Reason for Leaving
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From: _____

To: _____

Is there a reason you would not want us to contact this employer? ____ Yes ____ No If yes, explain: _____

Your name when employed, if different than present name: _____

From: _____

To: _____

Is there a reason you would not want us to contact this employer? ____ Yes ____ No If yes, explain: _____

Your name when employed, if different than present name: _____

From: _____

To: _____

Is there a reason you would not want us to contact this employer? ____ Yes ____ No If yes, explain: _____

Your name when employed, if different than present name: _____

Special Skills

REFERENCES

List below three persons not related to you, whom you have known at least one year.

Name:	Address:	Occupation/Title:	Years Acquainted:
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1. _____

2. _____

3. _____

AUTHORIZATION & AGREEMENT

I UNDERSTAND THAT NOTHING CONTAINED IN THIS EMPLOYMENT APPLICATION, OR IN THE GRANTING OR CONDUCTING OF AN INTERVIEW, IS INTENDED TO CREATE AN EMPLOYMENT CONTRACT BETWEEN MARKET STREET INN AND MYSELF EITHER FOR EMPLOYMENT OR FOR THE PROVIDING OF ANY BENEFIT. NO PROMISES REGARDING EMPLOYMENT OR DURATION OF EMPLOYMENT HAVE BEEN MADE TO ME AND I UNDERSTAND THAT NO SUCH PROMISES OR GUARANTEES ARE BINDING UPON MARKET STREET INN UNLESS MADE IN WRITING BY THE OWNER OF THE COMPANY. IF AN EMPLOYMENT RELATIONSHIP IS ESTABLISHED, *I UNDERSTAND THAT MY EMPLOYMENT IS AT-WILL, AND THAT I HAVE THE RIGHT TO TERMINATE MY EMPLOYMENT AT ANY TIME FOR ANY REASON, AND THAT MARKET STREET INN RETAINS A SIMILAR RIGHT, WITH OR WITHOUT CAUSE.*

I HEREBY CERTIFY THAT THE STATEMENTS MADE IN THIS APPLICATION ARE TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND THAT *ANY DELIBERATE FALSIFICATION WILL BE CONSIDERED SUFFICIENT CAUSE FOR MY IMMEDIATE DISMISSAL UPON DISCOVERY THEREOF.*

I HEREBY AUTHORIZE MARKET STREET INN TO INVESTIGATE ALL THE STATEMENTS CONTAINED HEREIN. I ALSO AUTHORIZE MY PREVIOUS EMPLOYERS, COMPANIES, SCHOOLS AND PERSONS NAMED HEREIN AS REFERENCES TO GIVE ANY INFORMATION RELEVANT TO MY BONA FIDE EMPLOYMENT QUALIFICATIONS TO MARKET STREET INN. I HEREBY RELEASE SAID PREVIOUS EMPLOYERS, COMPANIES, SCHOOLS, PERSONS, AND MARKET STREET INN FROM ANY AND ALL LIABILITY AND RESPONSIBILITY ARISING OUT OF THE RELEASE OR RECEIPT OF SUCH INFORMATION.

I FURTHER AGREE THAT, IF EMPLOYED BY MARKET STREET INN, I WILL CONFORM MY CONDUCT TO MARKET STREET INN'S RULES, REGULATIONS, AND POLICIES.

I HAVE READ THE ABOVE AUTHORIZATION AND AGREEMENT AND AGREE TO ITS TERMS.

Date: _____

Signature: _____

In Case of Emergency Notify:

(Name/Relationship/Address/Phone)

DO NOT WRITE BELOW THIS LINE - OFFICE USE ONLY

Interviewed by: _____

Date: _____

Interviewed by: _____

Date: _____