



## **APPLICATION FOR EMPLOYMENT**

*Please read through the form and answer **all** questions carefully.*

DATE OF APPLICATION: Day \_\_\_\_\_ Month \_\_\_\_\_ Year \_\_\_\_\_

LAST NAME: \_\_\_\_\_ FIRST NAME: \_\_\_\_\_

HOME PHONE(\_\_\_\_) \_\_\_\_\_ BUSINESS PHONE(\_\_\_\_) \_\_\_\_\_ ALT.PHONE(\_\_\_\_) \_\_\_\_\_

ADDRESS: \_\_\_\_\_  
*Street/Post Office Box      Apt.                                  City                                  Province                                  Postal Code*

*Position you are applying for:* \_\_\_\_\_

*Hotel Location (please click on location) Kelowna - Vernon - Salmon Arm - Golden - Radium Hot Springs*

*Cranbrook - Nelson - Rossland - Sooke - Smithers - Prince George - Prince Rupert*

*Are you legally entitled to work in Canada?* \_\_\_\_\_

*Social Insurance Number:* \_\_\_\_\_

*Have you applied at this property previously?* \_\_\_\_\_ *If yes, when?* \_\_\_\_\_

*Do you have any outstanding charges or have you ever been convicted of a criminal offence for which you have not been pardoned?* \_\_\_\_\_

*Date Available for Work:* \_\_\_\_\_ *Full-Time or Part-Time* \_\_\_\_\_

*Are there any days of the week that you cannot work?* \_\_\_\_\_

*Do you have your own transportation to work?* \_\_\_\_\_

## EDUCATION

<i>Name of School</i>	<i>City</i>	<i>Province</i>		
<u>Secondary School</u>			<i>Highest Grade Completed</i>	<i>Year Completed</i>
<u>College/University</u>			<i>Dates Attended From (Year) to (Year)</i>	<i>Type of Diploma/Degree</i>
<u>Graduate or Technical Schools</u>			<i>Dates Attended From (Year) to (Year)</i>	<i>Type of Diploma/Degree</i>
<i>Major / Minor</i>				
<u>Additional training, special achievements, certificates, honours, relevant to position applied for:</u>				
<u>Special Skills:</u>				
<u>Which languages, other than English, do you speak fluently?</u>				

## EMPLOYMENT HISTORY

Please give most recent job first. Include summer & part-time work. Indicate if employed under another name.

<b>1. Employer:</b>	
<i>Address:</i>	
<i>Telephone (w):</i>	<i>Telephone (h):</i>
<i>Employed from: Day ___ Month ___ Year ___ to Day ___ Month ___ Year ___</i>	
<i>Position:</i>	<i>Full-Time ___ Part-Time ___</i>
<i>Description of duties:</i>	
<i>Name &amp; Title of Supervisor:</i>	
<i>Reason for leaving?</i>	
<b>2. Employer:</b>	
<i>Address:</i>	
<i>Telephone (w):</i>	<i>Telephone (h):</i>
<i>Employed from: Day ___ Month ___ Year ___ to Day ___ Month ___ Year ___</i>	
<i>Position:</i>	<i>Full-time ___ Part-time ___</i>
<i>Description of duties:</i>	
<i>Name &amp; Title of Supervisor:</i>	
<i>Reason for leaving?</i>	

<b>3. Employer:</b>
Address:
Telephone (w): _____ Telephone (h): _____
Employed from: Day ___ Month ___ Year ___ to Day ___ Month ___ Year ___
Position: _____ Full-time ___ Part-time ___
Description of duties:
Name & Title of Supervisor:
Reason for leaving?

<b>4. Employer:</b>
Address:
Telephone (w): _____ Telephone (h): _____
Employed from: Day ___ Month ___ Year ___ to Day ___ Month ___ Year ___
Position: _____ Full-time ___ Part-time ___
Description of duties:
Name & Title of Supervisor:
Reason for leaving?

**BUSINESS & PERSONAL REFERENCES**

<i>Name</i>	<i>Occupation</i>	<i>Address</i>	<i>Telephone</i>

**PLEASE READ THE FOLLOWING AND SIGN YOUR NAME BELOW**

*I declare that the information contained in this application is correct to the best of my knowledge and understand that any omission or incorrect information is just cause for the rejection of my application, or dismissal in accordance with Company policy. I authorize the property, or its agents, to verify the information provided and to obtain any other information relevant to this application. This information may be obtained by telephone or in writing from educational institutions, my current and former employers, financial institutions, personal information agents and my personal references. This consent is valid during the consideration of my application for employment, and if I am hired for the duration of my employment.*

**Signature** \_\_\_\_\_ **Date:** \_\_\_\_\_

*\*By completing this application in the on-line format, you acknowledge that the signature text box represents your actual signature. \_\_\_\_\_ (Initial)*

*The information that you have supplied, and any other information obtained, will remain confidential and will be used solely for the assessment of your application for employment.*