



APPLICATION FOR EMPLOYMENT

Please answer all questions carefully in ink and in your own handwriting.

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 circle) Kelowna – Vernon – Salmon Arm - Golden

Radium Hot Springs - Cranbrook - Nelson – Rossland.

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>Additional training, special achievements, certificates, honours, relevant to position applied for:</i> | | | | |
| <i>Special Skills:</i> | | | | |
| <i>Which languages, other than English, do you speak fluently?</i> | | | | |

EMPLOYMENT HISTORY

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

| | |
|--|------------------------------------|
| 1. Employer: | |
| <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 & Title of Supervisor:</i> | |
| <i>Reason for leaving?</i> | |
| | |
| 2. Employer: | |
| <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 & Title of Supervisor:</i> | |
| <i>Reason for leaving?</i> | |

| | |
|---|-----------------------------|
| 3. Employer: | |
| 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? | |

| | |
|---|-----------------------------|
| 4. Employer: | |
| 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:** _____

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