



**HYATT  
PLACE®  
EAST END**

**APPLICATION FOR EMPLOYMENT**

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

**PERSONAL INFORMATION**

Name: _____			Social Security #: _____		
Last	First	Middle			
Present Address: _____		Street	City	State	Zip
Phone Number: (    ) _____			Referred by: _____		

**EMPLOYMENT DESIRED**

Position: _____	Wage Desired: _____
Are you currently employed? Yes No Where? _____	
(Circle one)	
If so, may we contact your present employer? Yes No	
Why do you want to work for Hyatt Place East End?	
_____	
_____	
_____	

**AVAILABILITY (List all days and times you are available to work, as well as desired employment.)**

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	Available Start Date
_____	_____	_____	_____	_____	_____	_____	_____
Seasonal	Part-Time	Full-Time	Minimum/Maximum Hours/ Week				
_____	_____	_____	_____ / _____				

**GENERAL INFORMATION**

Subjects of Special Study/Research Work or Special Training/Skills:	
_____	
_____	
U.S. Military or Naval Service: _____	Rank: _____

**EDUCATION HISTORY**

Name & Location of School	Years Attended	Did you Graduate?	Subjects Studied
High school			
College			
Trade/Business			

**CURRENT/FORMER EMPLOYERS** (List last two employers, starting with most recent.)

Date	Name & Address of Employer	Wage	Position	Reasons for leaving
Month/Year From ____/____ To ____/____				
Month/Year From ____/____ To ____/____				

**REFERENCES** (Include the names of two people NOT related to you, whom you have known for at least one year.)

Name	Address	Business	Years Known

Have you been convicted of a crime in the last seven years? (Circle one)                      Yes              No

If "Yes," please briefly describe the crime, date, place of conviction (s), and the legal disposition of the case.

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

You are not obligated to disclose any convictions that by state law are exempt from disclosure when applying for the job which have been sealed, expunged, or statutorily eradicated; or which were judicially dismissed. You may omit any convictions for the possession of marijuana that are more that (2) years old and any information concerning a referral to, and participation in, any pre-trial or post-trial diversion program. Convictions will not necessarily disqualify you from obtaining employment.

**Authorization:**

"I certify that the facts contained in this application are true and complete to the best of my knowledge and understand that if employed, falsified statements on this application shall be grounds for dismissal. I authorize investigation of all statements contain herein and the references and employers listed above to give you any and all information concerning my previous employment and any pertinent information the may have, personal or otherwise, and then release the company for all liability for any damage that may result from utilization of of such information. I also understand and agree that no representative of the company has any authority to enter into any agreement for employment for any specified period of time, or to make any agreement contrary to the foregoing, unless it is writing and signed by authorized company representative. This waiver doesn't permit the release or use of disability-related or medical information in a manner prohibited by the American with Disabilities Act (ADA) and other relevant federal and state laws."

Signature \_\_\_\_\_ Date \_\_\_\_\_

**Do Not Write In Box**

Interviewed By: _____	Date: _____
Approved: _____ Hiring Manager	_____ General Manager

*Hyatt Place East End is an Equal Opportunity Employer.*