



HOTEL DONALDSON

Application for Employment - Please Print				Date:	
Name:		Social Security Number:			
Present Address:					
City:		State:		Zip Code:	
Email Address:					
Permanent Address:					
City:		State:		Zip Code:	
Business Telephone:			Email:		
Home Telephone:					
How were you referred to us?					
Indicate the position for which you are applying?					
Do you wish to work:		<input type="checkbox"/> Full Time	<input type="checkbox"/> Part Time	<input type="checkbox"/> Temporarily	
If part time, specify the hours and/or days:					
What is your minimum weekly salary requirement?					
Date available to work:					
Do you have any commitments to another employer that might affect your employment with us?					
SKILLS:					
Typing Speed: (WPM)		Computer programs:		Machines operated:	
EDUCATION DATA: (PLEASE PRINT)					
High School:			Number of Years		
Address:					
College:			Number of Years		
Address:			Degree:		GPA:
Graduate School:			Number of Years		
Address:			Degree:		GPA:
Trade, Business, Night, Correspondence, Culinary			Number of Years		
Address:			Degree:		
Other:			Number of Years		
Address:			Degree:		

MILITARY EXPERIENCE:						
Are you in the U.S. Armed Forces?	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No	If so, what branch?	
Date of Duty:			Rank at Separation:			
Briefly describe your duties:						
GENERAL INFORMATION						
Are you legally authorized to work in the United States?			<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
Are you under the age of 18?			<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
Do you know of any reason why you cannot perform the essential functions of the job for which you are applying with or without reasonable accommodations? Please describe any accommodation required:						
Have you ever been convicted of a felony?				If yes, Date:		
Place:			Nature:			
(An affirmative answer will not automatically disqualify you from being considered as a candidate for employment.)						
Have you previously been employed by this company?				If yes, Date:		
REFERENCES						
Name and Address		Occupation		Phone Number		
Please include any other information you think would be helpful to us in considering you for employment, such as additional work experience, articles/books published, activities, accomplishments, etc. (You may exclude all information indicative of age, sex, race, religion, color, national origin, or disability).						

EMPLOYMENT HISTORY			
Present employer or most recent employer first			
May we contact these employers?		Yes	No
Employer:			
Address:		<u>Employed</u>	<u>Supervisor's Name</u>
		From:	
		To:	
Job Title:		Telephone Number:	
<u>Your Salary</u>		<u>Duties:</u>	
Start	End		
Reason For Leaving:			
Employer:			
Address:		<u>Employed</u>	<u>Supervisor's Name</u>
		From:	
		To:	
Job Title:		Telephone Number:	
<u>Your Salary</u>		<u>Duties:</u>	
Start	End		
Reason For Leaving:			
Employer:			
Address:		<u>Employed</u>	<u>Supervisor's Name</u>
		From:	
		To:	
Job Title:		Telephone Number:	
<u>Your Salary</u>		<u>Duties:</u>	
Start	End		
Reason For Leaving:			

I CERTIFY THAT

Statements I have made on this application are true and complete to the best of my knowledge; I have withheld nothing that would, if disclosed, affect this application unfavorably.

I UNDERSTAND THAT

Any omission or misrepresentation of fact may result in refusal of employment or immediate dismissal.

I AUTHORIZE

The investigation of all statements I have made on this application.

I HEREBY ACKNOWLEDGE THAT

I have read and understand the above statements.

Signature of Applicant

Dated

**Mail completed application to:
The Hotel Donaldson
101 Broadway
Fargo, ND 58102
or
Email to careers@hoteldonaldson.com**