

THE Colonnade

HOTEL

EMPLOYMENT APPLICATION

The Colonnade Hotel is an equal opportunity employer, and believes in employing the best qualified individual for the position based upon job-related skills regardless of race, color, creed, sex, national origin, sexual orientation, age or disability as defined by law.

PERSONAL INFORMATION PLEASE PRINT

Date: _____

Name: _____
(Last) (First) (Middle Initial)

Present Address: _____

Telephone #: () _____ Cell /Other Phone #:() _____ E-mail: _____

Are you eighteen years of age or older? YES NO

To verify previous employment, please indicate if you have worked under another name? YES NO

If yes, previous name used: _____

Do you have current and valid legal authorization to work in the U.S.? YES NO

Have you ever been convicted of a felony? (You may elect to not omit this question if the job you are applying for earns less than \$20,000.00 per year). YES NO

If yes, please explain: _____

U.S. Military Service: YES NO

Branch _____ Rank: _____ Discharge Date: _____

EMPLOYMENT DESIRED

Position: _____ Date Available: _____ Expected Earnings\$ _____

Type of employment desired: Full-Time Part-Time

Please specify Hours and Days Available: _____

Have you worked for us before: YES NO If Yes, When? _____

Do you have any relatives at this hotel: YES NO If Yes, Who? _____

WORK HISTORY (You may include any verified work performed on a voluntary basis.)

Employer: _____ Supervisor's Name: _____

Address: _____

Your Job Title: _____ From: ___/___/___ M0/YR To ___/___/___ M0/YR

Telephone: () _____ Salary: _____ (Start) To _____ (Finish)

Duties: _____

Reason For Leaving: _____ May We Contact This Employer? YES NO

Employer: _____ Supervisor's Name: _____
 Address: _____
 Your Job Title: _____ From: ___/___/___ M0/YR To ___/___/___ M0/YR
 Telephone: () _____ Salary: _____ (Start) To _____ (Finish)
 Duties: _____ R
 Reason For Leaving: _____ May We Contact This Employer? YES NO

Employer: _____ Supervisor's Name: _____
 Address: _____
 Your Job Title: _____ From: ___/___/___ M0/YR To ___/___/___ M0/YR
 Telephone: () _____ Salary: _____ (Start) To _____ (Finish)
 Duties: _____
 Reason For Leaving: _____ May We Contact This Employer? YES NO

EDUCATION AND TRAINING

NAME OF SCHOOL AND LOCATION	# OF YEARS ATTENDED	DID YOU GRADUATE?	DEGREE RECEIVED	MAJOR STUDIED
High School Name: _____		YES	YES	
College Name: _____		YES	YES	Major: _____
Other School Name: _____		YES	YES	Major: _____

Please describe any certifications, job-related skills, education, or training not mentioned above: _____

Please list any foreign languages in which you are fluent (optional): _____

PROFESSIONAL OR PERSONAL REFERENCES

Name	Telephone	Number of years Known
	()	
	()	
	()	

How did you learn about this position: (Please Check one and Specify Where Necessary)

- Colonnade Hotel Job Line Colonnade Hotel Employee: (Name of Employee): _____
 Other: _____
 Internet (Specify which site): _____

Applicant's Certification and Agreement

I certify the information given above is true and complete and I understand that misrepresentation and/or withholding of information will result in the rejection of this application or my discharge if it is discovered after employment begins. I authorize The Colonnade Hotel to make any inquires regarding my history and character of prior employers, schools etc. and hereby release employers, schools, or individuals from all liabilities in responding to inquires in connection with my application and release The Colonnade Hotel from all Liability with respect to such inquires. I understand that an investigative and/or consumer report concerning may be requested by The Colonnade in connection with my employment or post employment activities. I understand that I will be notified such an investigative report is obtained. I further understand that, upon written request, I may obtain additional information about this report under the requirements of the Fair Credit Reporting Act.

I understand by filling out the application that no verbal promises or guarantees relating to employment are binding upon The Colonnade Hotel and that, if employed, I will be an employee "at will" and may be terminated at any time. I also fully understand that The Colonnade Hotel has the right to change conditions of employment, job responsibilities and benefits at its discretion in accordance with any union agreement.

It is unlawful in Massachusetts to require or administer a lie detector test as a condition of employment or continued employment. An employer who violates this law shall be subject to criminal penalties and civil liability. Applicants for employment in Massachusetts with a sealed record on file with the Commissioner of Probation may answer "no record" with respect to any inquiry herein relative to prior arrests, criminal court appearance or convictions. In addition, any applicant for employment may answer "no record" with respect to any inquiry relative to prior arrests, court appearance and adjudications in all cases of delinquency or as a child in need of services which did not result in a complaint transferred to the superior court for criminal prosecution.

I agree that I will settle any and all previously unasserted claims, disputes or controversies arising out of or relating to my application or candidacy for employment, employment and/or cessation of employment with the Colonnade Hotel, exclusively by a final and binding arbitration before a neutral Arbitrator By way of example only, such claims include claims under federal, state and local statutory or common law, such as Title VII of the Civil Rights Act of 1964, as amended, including the amendments of the Civil Rights Act of 1991, the Age Discrimination in Employment Act, the Americans with Disabilities Act, the Massachusetts Discrimination Act, the law of contract and the law of tort.

Signature of Applicant: _____

Date: _____