

WORK EXPERIENCE Cntd:

Place of Employment	Name of Supervisor	Employment Dates	Pay or Salary	Position Held
		Start: Final:	Start: Final:	

Reason for Leaving: (Be Specific) _____

Job Duties: _____

May we contact this employer? _____

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GENERAL INFORMATION

Are you available for work 7 days a week? _____ Can you work overtime if needed? _____

Are you available for work all Public and Bank Holidays, Christmas Day, New Year's Day etc.? _____

Are you familiar with using the computer? _____

If yes, what computer applications do you know? _____

Do you speak/write any language other than English? _____ If yes, what language is it? _____

Are you able to come to work as early as 5:30am? _____ Are you able to work as late as midnight if needed? _____

What is your means of transportation to and from work? _____

Will you be dependent on someone else to bring you to work or you will get to and from work on your own? _____

Do you have a valid driver's license? _____

Do you have any allergies to cleaning agents or dust? _____ Are you a smoker? _____

Please list your other interests: _____

Did you complete this application yourself? _____ If not, who completed it on your behalf? _____

REFERENCES:

Please list two references who are NOT relatives or friends:

Name:	Name:
Position:	Position:
Workplace:	Workplace:
Email:	Email:
Tel:	Tel:
Cel:	Cel:

OTHER NOTES:

You may use the space below to summarize any additional information necessary to describe your full qualifications for the specific position for which you are applying: _____

Please read and sign below:

I certify that I have not withheld any information that might adversely affect my chances for hiring. I attest to the fact that the answers given by me are true and correct to the best of my knowledge and ability. I understand that any omission (including any misstatement) of material fact on this application or any document used to secure can be grounds for rejection of application or, if I am employed by Hotel Mopan, terms for my immediate expulsion from the company.

I understand that if I am employed, my employment is not definite and can be terminated at any time either with or without prior notice and either by me or the company.

I permit the company to examine my references, record of employment, education record and any other information provided. I authorize the references I have listed to disclose any information related to my work record and my professional experiences with them, without giving me prior notice of such disclosure.

Applicant's Signature: _____

Date: _____

HOTEL MOPAN NOTES ONLY

Called:	Interviewed:
NOTES:	
Second Interview:	

