



BY CHOICE HOTELS

COMFORT INN & SUITES
215 CHARLTON ROAD STURBRIDGE MA 01566
HR@STURBRIDGECOMFORTINN.COM

EMPLOYMENT APPLICATION

How were you referred to us:

Date:

Full Name: Phone: Address: Email: City/ State/ Zip: Social Security:

Position(s) Applied For: Preferred Wage:

Shifts Willing to Work: (check all that apply)

- First Shift Second Shift Third Shift

Indicate Any Days or Times You Are Unavailable:

Date Available to Start Work: Full Time Part Time Seasonal

Have you ever been employed by us before? Yes No

If Yes, Date:

Are you currently employed? Yes No

May we contact your present employer? Yes No

Are you 18 Years or older? Yes No

Are you prevented from lawfully becoming employed in this country due to Visa or Immigration status? (Proof of citizenship or immigration status is required upon employment.) Yes No

EDUCATION

Table with 3 columns: School Name & Location, # Years Completed, Diploma/Degree. Rows for High School, College, and Technical/Other.

PERSONAL REFERENCES:

#1 Name: Address: City/ State/ Zip: #2 Name: Address: City/ State/ Zip: Company: Phone: Relationship:

SUMMARIZE YOUR SPECIAL SKILLS OR QUALIFICATIONS:

List below all present and past employment, beginning with your most recent. All times must be accounted for whether employed or not. Attach an additional sheet if necessary.

EMPLOYMENT HISTORY:

#1 Company:	_____	Date Started:	_____
Address:	_____	Date Ended:	_____
City/ State/ Zip:	_____	Starting Pay:	_____
Job Title:	_____	Ending Pay:	_____
Supervisor:	_____	Phone:	_____
#2 Company:	_____	Date Started:	_____
Address:	_____	Date Ended:	_____
City/ State/ Zip:	_____	Starting Pay:	_____
Job Title:	_____	Ending Pay:	_____
Supervisor:	_____	Phone:	_____
#3 Company:	_____	Date Started:	_____
Address:	_____	Date Ended:	_____
City/ State/ Zip:	_____	Starting Pay:	_____
Job Title:	_____	Ending Pay:	_____
Supervisor:	_____	Phone:	_____

APPLICANT’S STATEMENT AND CONDITIONS OF EMPLOYMENT

I certify that the answers given by me in this employment application are true, correct and complete. I agree that the company shall not be liable, in any respect, if my employment is terminated because of misstatements or pertinent omissions made by me in this application.

In the event of employment, I will comply with all company rules and regulations as established from time to time including the company's substance abuse policy. I am willing to work all assigned overtime or other special work assignments as requested by the company.

I hereby understand and acknowledge that any employment relationship with this Company is of an “At-Will” nature, which means that the Employee may resign at any time and the Employer may discharge Employee at any time, with or without notice, and with or without cause. It is further understood that this “At-Will” employment relationship may not be changed by any written document or by verbal agreement unless such change is specifically acknowledged in writing by an authorized Executive of this Company. I also understand that Comfort Inn & Suites Colonial retains the right to amend, modify, add, or delete any or all policies or procedures at its sole and absolute discretion.

Applicant’s Signature: _____ **Date:** _____