



Application for Employment

Please answer all questions carefully and completely.

Last Name: _____ First Name: _____

Home Phone: _____ Business Phone: _____ Alt. Phone: _____

Address: _____
Street Apt # City Province Postal Code

Email: _____

Position you are applying for: _____ Are you legally entitled to work in Canada: _____

Have you applied to work at the Royal Hotel before: _____ If yes, when? _____

A Criminal Record Check may be required. May we do so? Yes _____ No _____

Date Available for work: _____

Are you looking for: Full time? _____ If Yes, how many hours/week? _____

Part Time? _____ If Yes, how many hours/week? _____

Casual/On Call? _____ If Yes, how many hours/week? _____

What days, if any, are you unable work? _____

What rate of pay are you expecting? \$ _____

Do you have plans that will take you away from work over the next 6 months? If so, specify:

What forms of transportation are available for you to travel to and from the Royal Hotel? _____

Education & Training

Name of School	City	Province			
Secondary School			Highest Grade Completed	Year Completed	
College/University			Type of Diploma/Degree	Dates Attended	Major/Minor
Technical or other School			Type of Diploma/Certificate	Year Completed	Major/Minor
Additional Training, Special Achievements, certificates, honours, relevant to position applied for:					
Special Skills or Abilities:					
In addition to English, which languages do you speak fluently? Which languages are you able to write fluently?					
What training or personal development have you engaged in for simply the enjoyment of doing it and learning something?					

Employment History: Please give most recent job first. Include summer & part time work.

Employer:			
Address:			
Telephone (w):		Telephone (h):	
Employed from: Month:	Year:	to: Month:	Year:
Position:	Rate of Pay Start:	Rate of Pay End:	
What did you do in your job?			
Name & Title of Supervisor:			
Reason for Leaving:			

Employer:			
Address:			
Telephone (w):		Telephone (h):	
Employed from: Month:	Year:	to: Month:	Year:
Position:	Rate of Pay Start:	Rate of Pay End:	
What did you do in your job?			
Name & Title of Supervisor:			
Reason for Leaving:			

Employer:			
Address:			
Telephone (w):		Telephone (h):	
Employed from: Month:	Year:	to: Month:	Year:
Position:	Rate of Pay Start:	Rate of Pay End:	
What did you do in your job?			
Name & Title of Supervisor:			
Reason for Leaving:			

Employer:			
Address:			
Telephone (w):		Telephone (h):	
Employed from: Month:	Year:	to: Month:	Year:
Position:	Rate of Pay Start:	Rate of Pay End:	
What did you do in your job?			
Name & Title of Supervisor:			
Reason for Leaving:			

Employment References

Name	Relationship to You	Address	Telephone

Please Read, Date & Sign Your Name Below

I declare that the information contained in this application is correct to the best of my knowledge and understand that any omission or incorrect information is just cause for the rejection of my application or dismissal in accordance with company policy. I authorize the Royal Hotel or its agents to verify the information provided and to obtain any other information relevant to this application. This information may be obtained by telephone or in writing from educational institutions, my current and former employers, financial institutions, personal information agents and my personal references. This consent is valid during the consideration of my application for employment, and, if I am hired, for the duration of my employment.

Signature: _____ **Date:** _____

The information that you have supplied, and any other information obtained, will be used solely for the assessment of your application for employment.