



# Application for Employment

Regency Hotel Management is an equal opportunity employer and does not discriminate against otherwise qualified applicants on the basis of race, color, religion, national origin, citizenship status, ancestry, age, sex, sexual orientation, gender identity, martial status, disability, military status or any other protected status.

POSITION APPLIED FOR \_\_\_\_\_ DATE \_\_\_\_\_

## PERSONAL INFORMATION

NAME \_\_\_\_\_

ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

EMAIL ADDRESS \_\_\_\_\_

HOME PHONE NUMBER \_\_\_\_\_

Are you eligible to work in the US?  YES  NO  
If offered employment, you will be required to provide documentation to verify eligibility.

If you are under 18 years old, can you provide proof of your work eligibility?  YES  NO

Do any of your friends or relatives work here?  YES  NO

Have you ever worked for us in the past?  YES  NO

Are you currently employed?  YES  NO

If so, may we contact your present employer?  YES  NO

Can you perform the essential functions of the position for which you are applying, with or without a reasonable accommodation? If you have questions as to what functions are applicable to the position for which you are applying, please ask prior to answering this question.  YES  NO

Date available for work: \_\_\_\_\_

Type of work: \_\_\_\_\_ Full-time  
\_\_\_\_\_ Part-time  
\_\_\_\_\_ Temporary - Dates Available \_\_\_\_\_

Availability - check the days you are available:

Sun. Mon. Tues. Wed. Thurs. Fri. Sat.  
\_\_\_\_

Hours Available \_\_\_\_\_

EDUCATION				
	NAME CITY, STATE	NUMBER OF YEARS ATTENDED	DEGREE	SUBJECTS STUDIED
HIGH SCHOOL				
COLLEGE				
GRADUATE				
OTHER				

**EMPLOYMENT HISTORY**

Start with your most recent employment including any periods of unemployment. Attach additional pages as necessary.

FROM	TO	EMPLOYER NAME	TELEPHONE
JOB TITLE		SUPERVISOR NAME AND TITLE	REASON FOR LEAVING
ADDRESS			
Nature of work performed and job duties			
Do you have any special skills, experience, or training that you would like us to consider for this position? You do not need to disclose participation that may reveal a protected status.			
Please describe your computer and software skills.			

**REFERENCES**

Name	Relationship	Phone Number
1) _____	_____	_____
2) _____	_____	_____
3) _____	_____	_____

**PLEASE READ BEFORE SIGNING**

Regency Hotel Management, LLC and its managed properties are equal opportunity employers. Regency Hotel Management, LLC, and its managed properties do not discriminate in employment based on race, color, religion, national origin, citizenship status, ancestry, age, sex, sexual orientation, gender identity, martial status, disability, military status or any other protected status.

I certify that answers given herein are true and complete. I authorize the verification of all information disclosed in this application as necessary for consideration of my employment. I release Regency Hotel Management and any of its managed properties for any and all liability of whatever kind and nature which, at any time, could result from obtaining and having an employment decision based on such information.

If hired, I understand that false or misleading informaiton given in my application or interviews may result in termination.

I understand that should an offer be accepted by me, I will fully comply with the policies, rules, and regulations set by the Employer. I further understand that neither the policies, rules, regulations of employment or anything said during the interview process shall be deemed to constitute the terms of an implied employment contract. I understand that any employment offered is for an indefinite duration and is at will, and that either I or the Employer may terminate my employment at any time with or without notice or cause, subject to state laws.

This application will only be valid for 45 days from date signed or completed.

\_\_\_\_\_  
SIGNATURE OF APPLICANT

\_\_\_\_\_  
DATE

**FOR OFFICE USE ONLY**

Interview	YES	NO	Date	_____
Notes:	_____ _____			
Job Offered	YES	NO	Date:	_____
By (Name and Title):	_____			
Start Date:	_____	Job Title:	_____	Wage: _____