

# The Mount Airy Inn

**PERSONAL INFORMATION:**                      **Application for Employment**      Date: \_\_\_\_\_

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_

Middle Initial: \_\_\_\_\_ Date of Birth \_\_\_\_\_

Street Address: \_\_\_\_\_

City, State, Zip Code: \_\_\_\_\_

Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Email address: \_\_\_\_\_

Are you eligible to work in the United States?    Yes \_\_\_\_\_      No \_\_\_\_\_

Have you ever been convicted of a felony?    Yes \_\_\_\_\_      No \_\_\_\_\_

If yes, please explain: \_\_\_\_\_

**POSITION/AVAILABILITY:**

Position Applied For: \_\_\_\_\_

Seasonal or Year Round: \_\_\_\_\_ Part time or Full Time: \_\_\_\_\_

What date are you available to start work? \_\_\_\_\_

Days/Hours Available:

Monday: \_\_\_\_\_ Tuesday: \_\_\_\_\_

Wednesday: \_\_\_\_\_ Thursday: \_\_\_\_\_

Friday: \_\_\_\_\_ Saturday: \_\_\_\_\_

Sunday: \_\_\_\_\_

**EDUCATION:**

Name of School(s)- Dates of Attendance- Degree/Diploma- Graduation Date:  
\_\_\_\_\_

Skills and Qualifications: \_\_\_\_\_  
\_\_\_\_\_

**EMPLOYMENT HISTORY:**

**Present/Last Position:**

Employer: \_\_\_\_\_ Supervisor: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Position Title: \_\_\_\_\_

Dates Employed: From: \_\_\_\_\_ To: \_\_\_\_\_

Responsibilities: \_\_\_\_\_  
\_\_\_\_\_

Salary: \_\_\_\_\_ Reason for Leaving: \_\_\_\_\_

May We Contact This Employer? Yes \_\_\_\_\_ No \_\_\_\_\_

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**Previous Positions:**

Employer: \_\_\_\_\_ Supervisor: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Position Title: \_\_\_\_\_

Dates Employed: From: \_\_\_\_\_ To: \_\_\_\_\_

Responsibilities: \_\_\_\_\_  
\_\_\_\_\_

Salary: \_\_\_\_\_ Reason for Leaving: \_\_\_\_\_

May We Contact This Employer? Yes \_\_\_\_\_ No \_\_\_\_\_

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Employer: \_\_\_\_\_ Supervisor: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Position Title: \_\_\_\_\_

Dates Employed: From: \_\_\_\_\_ To: \_\_\_\_\_

Responsibilities: \_\_\_\_\_  
\_\_\_\_\_

Salary: \_\_\_\_\_ Reason for Leaving: \_\_\_\_\_

May We Contact This Employer? Yes \_\_\_\_\_ No \_\_\_\_\_

**References:**

Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Age/ Years Known: \_\_\_\_\_

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Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Age/Years Known: \_\_\_\_\_

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Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Age/ Years Known: \_\_\_\_\_

I certify that information contained in this application is true and complete. I understand that false information may be grounds for not hiring me or for immediate termination of employment at any point in the future if I am hired. I authorize the verification of any or all information listed above.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_