

The Costello Inn

Date: ___ / ___ / _____

Name: _____

Telephone: _____

Address: _____ How Long? _____

Previous Address: _____

(If less than 3 yrs): _____ How Long? _____

Are you legally permitted to work in the U.S.? () Yes () No

Are you 18 years old or older? () Yes () No

Have you ever been convicted of a felony? () Yes () No

If yes, please explain and provide date: _____

Position applied for, please be specific: _____

Are you available for () Full Time () Part Time

Are you able to perform job related functions for which you are applying? () Yes () No

If No, please explain: _____

Please indicate the days and time you would be available for work:

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday

Do you object to: Irregular Hours? () Yes () No

Shift Work? () Yes () No

Night Work? () Yes () No

Were you previously employed by The Costello Inn? () Yes () No

List any relatives working for The Costello Inn: _____

Last grade completed: _____ College grade completed: _____

Name of college: _____ Type of degree: _____ Major: _____

List any other training or course work: _____

For positions that require driving, complete the following:

Do you have a valid driver's license? () Yes () No

Have you ever had your driver's license revoked or suspended? () Yes () No

License #: _____ Expiration date: _____

Specify states: _____ List accidents / violations during the past 3 years: _____

Please List Past Employment

Company: _____ Supervisor's name: _____

Address: _____ Telephone: _____

Title & position held: _____ From: _____ To: _____
Desc. of duties: _____
Reason for leaving: _____ Start salary: _____ End salary: _____

Company: _____ Supervisor's name: _____
Address: _____ Telephone: _____
Title & position held: _____ From: _____ To: _____
Desc. of duties: _____
Reason for leaving: _____ Start salary: _____ End salary: _____

Company: _____ Supervisor's name: _____
Address: _____ Telephone: _____
Title & position held: _____ From: _____ To: _____
Desc. of duties: _____
Reason for leaving: _____ Start salary: _____ End salary: _____

Please List References

These references should be people not related to you and that you have known for several years.

Name: _____ Telephone: _____
Address: _____ Years known: _____
Name: _____ Telephone: _____
Address: _____ Years known: _____

Thank you for considering employment with The Costello Inn. As part of our employment procedure a routine inquiry may be made which will provide applicable information.

The facts set forth above in my application for employment are true and complete. I understand that, if employed, false statements on this application shall be considered sufficient cause for dismissal. If employed by The Costello Inn I agree to conform to the rules and regulations of The Costello Inn and my employment and compensation can be terminated, with or without notice, at any time, at the option of either The Costello Inn or myself. I understand that no representative of The Costello Inn other than the owner of The Costello Inn has any authority to enter into any agreement for employee for any period of time, or to make any agreement to the foregoing.

Applicant's signature: _____ Date: ____/____/____

An Equal Opportunity Employer

Post-Employment

In case of emergency or accident please notify: _____
Address: _____ Telephone: _____