



RETROSUITES

HOTEL

Employee Application Form

Applicant Name: _____

Phone Number: _____

Address (Street): _____ City: _____

Province: _____ Postal Code: _____

Age: (if under 21): _____

What is the position you are applying for? _____

How were you referred to The Retro Suites Hotel: _____

Personal Information

Have you ever been convicted of a criminal offense for which a pardon has not been granted?

Yes

No

List three of your hobbies/interests that do not pertain to work

1) _____

2) _____

3) _____

Employment Conditions

If hired, would you have transportation to and from work? Yes No

A requirement of the hospitality business is that each employee be certified in Smart Serve. Do you have your certification currently? Upon hiring a copy of certification would need to be given to Human Resources

Yes No

We have high standards of personal appearance, including uncompromising personal hygiene. You may be required to wear a uniform or follow a dress code. Are you willing to meet these standards?

Yes No

Depending on the position, you may be required at times to lift and carry 15-25kg (25-50 lbs.), and continuously walk or stand during your shifts. Are you able to meet these requirements?

Yes No

Education, Training and Experience

High School

School Name: _____

School City, Province/State: _____

Did you graduate? Yes No

Degree/Diploma earned: _____

College / University

School Name: _____

School City, Province/State: _____

Did you graduate? Yes No

Degree / Diploma earned: _____

Please list your other qualifications:

Availability

Please be honest with your answers, so we set a schedule that will work for both parties. What days and hours (Monday-Sunday) are you available for work?

How many hours per week can you work? _____

If hired, what date would you like to start? _____

Please answer the following questions:

Why are you applying to work at The Retro Suites Hotel?

If hired, how long do you expect to work at The Retro Suites Hotel?

What would you say your greatest asset would be if working at The Retro Suites Hotel? Why?

Once you've completed this application form please:

Fax it to (519)351-5375 or e-mail it to careers@retrosuites.com, thank you.