

# KARBANI INN

## PRE-EMPLOYMENT JOB APPLICATION

Our company is an equal opportunity employer and will consider all applicants for all positions equally without regard to race, age, sex, color, religion, national origin, veteran status or any disability.

This application will be given every consideration, but its receipt does not imply that the applicant will be employed. Each question should be answered in a complete and accurate manner as no action can be taken on this application until all questions have been answered.

Date \_\_\_\_\_ Position Desired

Date Available to Start \_\_\_\_\_ Salary Desired

### APPLICANT INFORMATION:

Name

\_\_\_\_\_

Address \_\_\_\_\_ City/State

Zip Code \_\_\_\_\_ Home/Mobile Phone

Social Security Number \_\_\_\_\_ If under 18 years of age, please list your age

Are you authorized for employment in the U.S. ? \_\_\_\_ Yes \_\_\_\_ No

Drivers License or State ID \_\_\_\_\_ State \_\_\_\_\_ Type

Have you ever been convicted of any crimes, pleaded guilty to, served or are currently on probation for any crime (excluding minor traffic violations) including DWI? \_\_\_\_ Yes \_\_\_\_ No If you answered yes, please state offense, location, date and disposition. \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Note: a conviction will not necessarily disqualify you from employment.

If employment is offered, do you have any medical conditions that would limit your ability to perform your job duties as required by your job description?  Yes  No If you answered yes, please describe your medical condition, job limitations and accommodations needed:

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Do you have any other obligations or other reasons which would limit your ability to travel, work holidays or overtime as needed:  Yes  No If you answered yes, please describe your other obligations:

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### EMPLOYMENT DESIRED:

Full-time  Part-time  Temporary  Seasonal

Days/Hours available to work:

Monday \_\_\_\_\_  
Tuesday \_\_\_\_\_  
Wednesday \_\_\_\_\_  
Thursday \_\_\_\_\_  
Friday \_\_\_\_\_  
Saturday \_\_\_\_\_  
Sunday \_\_\_\_\_

Do you have any friends/relatives that currently work for the Grand Texan Hotel & Convention Center?  Yes  No

Name of employee

\_\_\_\_\_  
List how you know  
employee: \_\_\_\_\_

### EDUCATION:

High School \_\_\_\_\_ Dates attended

\_\_\_\_\_  
Years Completed \_\_\_\_\_ Diploma earned  Yes  No

**Courses Studies/Major**

\_\_\_\_\_

College \_\_\_\_\_ Dates attended \_\_\_\_\_

Years Completed \_\_\_\_\_ Diploma earned \_\_\_Yes \_\_\_No  
Courses Studies/Major \_\_\_\_\_

Professional/Trade School \_\_\_\_\_ Dates attended \_\_\_\_\_

Years Completed \_\_\_\_\_ Diploma earned \_\_\_Yes \_\_\_No  
Courses Studies/Major \_\_\_\_\_

Use space below to describe your interests and why you would like to work for our company. Describe your skills, abilities and certifications which you feel particularly qualifies you for a position with us.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**EMPLOYMENT HISTORY:**

Please list your last job/current job first

Name of employer \_\_\_\_\_  
Address \_\_\_\_\_ City/State \_\_\_\_\_  
Supervisor name \_\_\_\_\_ Phone Number \_\_\_\_\_  
Dates of employment \_\_\_\_\_ Salary \_\_\_\_\_  
\_\_\_\_\_

Reason for leaving \_\_\_\_\_  
\_\_\_\_\_

List the jobs you held, duties performed, skills used or learned, advancements or promotions while you worked at this company  
\_\_\_\_\_  
\_\_\_\_\_

Name of employer \_\_\_\_\_  
Address \_\_\_\_\_ City/State

Supervisor name \_\_\_\_\_ Phone Number

Dates of employment \_\_\_\_\_ Salary

Reason for leaving \_\_\_\_\_  
\_\_\_\_\_

List the jobs you held, duties performed, skills used or learned, advancements or promotions while you worked at this company  
\_\_\_\_\_  
\_\_\_\_\_

Name of employer \_\_\_\_\_  
Address \_\_\_\_\_ City/State

Supervisor name \_\_\_\_\_ Phone Number

Dates of employment \_\_\_\_\_ Salary

Reason for leaving \_\_\_\_\_  
\_\_\_\_\_

List the jobs you held, duties performed, skills used or learned, advancements or promotions while you worked at this company  
\_\_\_\_\_

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Name of employer \_\_\_\_\_  
Address \_\_\_\_\_ City/State \_\_\_\_\_

Supervisor name \_\_\_\_\_ Phone Number \_\_\_\_\_

Dates of employment \_\_\_\_\_ Salary \_\_\_\_\_

Reason for leaving \_\_\_\_\_  
\_\_\_\_\_

List the jobs you held, duties performed, skills used or learned, advancements or promotions while you worked at this company

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## REFERENCES

Give (3) three personal references, not relatives or former employers.

1. Name \_\_\_\_\_ Phone Number \_\_\_\_\_

2. Name \_\_\_\_\_ Phone Number \_\_\_\_\_

3. Name \_\_\_\_\_ Phone Number \_\_\_\_\_

Emergency contact phone number.

Name \_\_\_\_\_ Phone Number \_\_\_\_\_

I certify that my answers are true and correct without any consequential omissions of any kind whatsoever. I understand that if I am employed, any false, misleading, or otherwise incorrect statements made on this application form or during any interviews may be grounds for my immediate discharge.

I hereby authorize the KARBANI INN to contact any previous employer, company or individual it deems appropriate to investigate my employment history, character and qualifications and I give my full and complete consent to their revealing any and all information they wish as a result of this investigation.

I agree that, if I am employed, I will abide by all the rules and regulations of the company. The KARBANI INN is a drug-free employer, I understand that the use of drugs and alcohol is not permitted. I understand that a drug/alcohol test will be given randomly during employment and will be given pursuant to company policy, are a condition of continued employment and refusal to take such test when asked will be grounds for my immediate termination. I further understand that my employment is "at-will" and can be terminated by myself or by the company at any time for any reason or no reason at all, with or without prior notice.

Applicant signature \_\_\_\_\_

Date \_\_\_\_\_