



## JOB APPLICATION

The Days Inn Chicago (the "Company") is an equal opportunity/affirmative action employer. All qualified applicants will be considered without regard to age, race, color, sex, religion, nation origin, marital status, ancestry, citizenship, veteran status, sexual orientation or preference, or physical or mental disability.

### PERSONAL INFORMATION

**PLEASE WRITE LEGIBLY!**

Last Name		First Name		Initial	
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Social Security		Day Phone		Night Phone	
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Address					
City		State		Zip Code	

### JOB RELATED

Property	<b>Days Inn Chicago</b>	Position Applied For	<input type="checkbox"/> Front Desk <input type="checkbox"/> Bellperson <input type="checkbox"/> Housekeeping <input type="checkbox"/> Maintenance & Engineering <input type="checkbox"/> Other <i>describe</i>		
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Available Start Date		Type	<input type="checkbox"/> FULL - Time <input type="checkbox"/> PART - Time	Times	<input type="checkbox"/> Days <input type="checkbox"/> Evenings <input type="checkbox"/> Weekends <input type="checkbox"/> Any Shifts
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Are there any specific days or hours that you can NOT work?

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Are You Currently Employed? <input type="checkbox"/> Yes <input type="checkbox"/> No	If Yes, can we contact your current employer? <input type="checkbox"/> Yes <input type="checkbox"/> No
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If employed, why do you want to change?

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Are you at least 18 years old? <input type="checkbox"/> Yes <input type="checkbox"/> No	If under 18, do you have a work permit? <input type="checkbox"/> Yes <input type="checkbox"/> No
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Emergency Contact	
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Emergency Contact Phone Number	
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### EDUCATION

Check Highest Grade Completed	High School <input type="checkbox"/> 9 <input type="checkbox"/> 10 <input type="checkbox"/> 11 <input type="checkbox"/> 12 College, Trade or Business <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 Graduate Studies:		
School	Name & Address	Major Studies	Degree / Diploma
High School			
College / University			
Vocational / Business / Other			
Professional Designations			
Special Knowledge, Skills or Qualifications			
Computer Skills (Hardware / Software)			

### EMPLOYMENT HISTORY

List your last four employments, starting with the most recent position. All information must be completed. You may attach a resume, but **not** in place of completing the required information.

Employed From ____/____/____	Employer Name / Type of Business	Starting Salary \$
Employed Until ____/____/____	Employer Address	Ending Salary \$
Supervisor Name		Supervisor Phone #
Job Title		Reason For Leaving
Duties and Responsibilities		



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Employed From ____/____/____	Employer Name / Type of Business	Starting Salary \$
Employed Until ____/____/____	Employer Address	Ending Salary \$
Supervisor Name		Supervisor Phone #
Job Title		Reason For Leaving
Duties and Responsibilities		
Employed From ____/____/____	Employer Name / Type of Business	Starting Salary \$
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### REFERENCES

Name	Occupation	Phone Number

### ADDITIONAL INFORMATION

Will you be able to perform the essential job functions for the position you are applying for with or without reasonable accommodations?

Yes  
 No

Are you legally authorized to work in the United States?

Yes  
 No

Have you ever pleaded guilty or been convicted of a felony or released from prison following a felony conviction within the last 7 years? If so, please explain in detail below:

Yes  
 No

*As per the Illinois Human Rights Act, you are not required to disclose any criminal record that has been sealed or expunged.*

Is there any additional information you would like to share with us that we should consider when reviewing your application for employment?

### NOTICES

- If you would like to provide additional information presenting your qualifications, please feel free to attach additional information to this application.
- Please note that Days Inn employees' may be asked to complete drug or alcohol testing as allowed by law.
- Candidates must be a U.S. Citizen or have proof that they have lawful work status to work in the United States.
- For more information about the Days Inn Chicago, go to: <http://www.daysinnchicago.net>
- This application can also be downloaded in electronic format at <http://www.daysinnchicago.net>



## **JOB APPLICATION**

### **CERTIFICATION & AUTHORIZATION**

The above information is true and correct. I understand that, in the event of my employment by the Company, I shall be subject to dismissal if any information that I have given in this application is false or misleading or if I have failed to give any information herein requested, regardless of the time elapsed after discovery.

I authorize the Company to inquire and obtain information from all references employers, public agencies, licensing authorities and educational institutions and to otherwise verify the accuracy of all information provided by me on this application, resume' or job interview. I hereby waive any and all rights and claims I may have regarding the Company for seeking, gathering and using such information in the employment process and all other persons, corporations or organizations for furnishing such information about me. I further authorize the Company to investigate my criminal records and credit/consumer check.

I understand that nothing in this employment application, the granting of an interview or my subsequent employment with the Company is intended to create an employment contract between the Company and myself. I understand and agree that, if hired, my employment will be considered "at-will" and may be terminated by me or the Company at any time and for any reason.

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By Signing Below, I hereby acknowledge that I have read and agree to the above statements.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Date

### **SUBMISSION**

Please Fax Completed Application to:  
773-687-5213

Or Email to:  
[employment@daysinnchicago.net](mailto:employment@daysinnchicago.net)

Or Mail to:  
Employment  
Days Inn Chicago  
644 W. Diversey Parkway  
Chicago, Illinois 60614