



200 Main Street • Dubuque, IA 52001

www.HotelJulienDubuque.com

### APPLICATION FOR EMPLOYMENT

The following information is requested in order to help us make the best possible placement within the company. All portions of this application pertaining to you must be completed. We appreciate the time you spend in filling in this application form. The company, in accordance with State and Federal laws, does not discriminate on the basis of age, race, religion, color, sex, national, origin, marital status, physical or mental handicap or arrest record. We fully intend to comply with all State, Federal and Local employment laws.

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

NAME: LAST FIRST MIDDLE

PRESENT ADDRESS CITY STATE ZIP CODE

( )  
PHONE NUMBER

How long have you lived at the above address? \_\_\_\_\_

PREVIOUS ADDRESS CITY STATE ZIP CODE

How long have you lived at the above address? \_\_\_\_\_

Are you 18 years old or over?  YES  NO If not, specify date of birth: \_\_\_\_\_

Are you legally entitled to work in the United States?  YES  NO

Have you ever been convicted of a crime (felony and misdemeanor)?  YES  NO

If yes, please explain (this information will not necessarily bar your employment): \_\_\_\_\_

Date You Can Start: \_\_\_\_\_ Salary/Wage Desired: \_\_\_\_\_

Are you applying for:  Full Time  Part Time  Days Only  Nights Only  Days/Nights

Can you work overtime?  YES  NO

Have you worked at Hotel Julien Dubuque, Fischer Companies, or IDM previously?  YES  NO

If one of our employees encouraged you to apply for work at The Hotel Julien Dubuque, give name: \_\_\_\_\_

If related to anyone in this establishment, give name: \_\_\_\_\_

EDUCATION			
SCHOOL	NAME OF SCHOOL	EDUCATION COMPLETED	
		GRADE	YEAR
HIGH SCHOOL		Graduate? <input type="checkbox"/> YES <input type="checkbox"/> NO	
COLLEGE or UNIVERSITY		Graduate? <input type="checkbox"/> YES <input type="checkbox"/> NO	
OTHERS (specify)		Graduate? <input type="checkbox"/> YES <input type="checkbox"/> NO	

Do you have any experience performing the following jobs:

Maintenance:    YES   NO    Describe: \_\_\_\_\_

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Security:    YES   NO    Describe: \_\_\_\_\_

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Housekeeping:    YES   NO    Describe: \_\_\_\_\_

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Laundry:    YES   NO    Describe: \_\_\_\_\_

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Restaurant/Bar:    YES   NO    Describe: \_\_\_\_\_

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Sales/Marketing:    YES   NO    Describe: \_\_\_\_\_

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Administrative/Clerical:    YES   NO    Describe: \_\_\_\_\_

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Management Positions:    YES   NO    Describe: \_\_\_\_\_

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Other Hospitality Skills: \_\_\_\_\_

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Can you perform the job duties and responsibilities as stated in the job description?    YES   NO

If no, please describe: \_\_\_\_\_

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EMPLOYMENT HISTORY  
(List most recent position first)

1. EMPLOYER	
Name _____	DATES
Address _____	From _____
Phone _____	To _____
Position _____ Supervisor _____	From _____
Duties _____	To _____
Reason for Leaving _____	

2. EMPLOYER	
Name _____	DATES
Address _____	From _____
Phone _____	To _____
Position _____ Supervisor _____	From _____
Duties _____	To _____
Reason for Leaving _____	

3. EMPLOYER	
Name _____	DATES
Address _____	From _____
Phone _____	To _____
Position _____ Supervisor _____	From _____
Duties _____	To _____
Reason for Leaving _____	

4. EMPLOYER	
Name _____	DATES
Address _____	From _____
Phone _____	To _____
Position _____ Supervisor _____	From _____
Duties _____	To _____
Reason for Leaving _____	

If you are presently working, may we contact your employer?     YES     NO

If no, please describe: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Additional Comments: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

