



LORD BALTIMORE HOTEL

est. 1928

EMPLOYMENT APPLICATION

In conformity with applicable laws, the Lord Baltimore Hotel is an Equal Opportunity Employer, and does not discriminate based on race, color, creed, religion, sex, age, marital or veteran status, national origin, sexual orientation, mental or physical disability, ancestry, genetic information, or any legally protected status under applicable law. Applicants with disabilities may be entitled to reasonable accommodation under the terms of the Americans with Disabilities Act and certain state or local laws. A reasonable accommodation is a change in the way things are normally done that will ensure an equal employment opportunity without imposing an undue hardship on the Lord Baltimore Hotel. Please inform the Human Resources Department if you need assistance completing any forms or otherwise participating in the application process.

PLEASE PRINT

Position(s) Applied for: _____ Date of Application: _____

Availability: Full Time Part-time Days per week: _____ Hours per week: _____

Date available to start work: _____

How did you hear about us: Advertisement _____

Website: _____ Job Board _____

Employment Agency Relative Friend Other: _____

Personal Data

Name: _____

First

Middle Initial

Last

Address:

Home Phone: _____ Cell Phone: _____

E-mail: _____

Have you worked for the Lord Baltimore Hotel before? Yes No If yes, when: _____

Do you have any relatives who are employed at the Lord Baltimore Hotel? Yes, if so, provide the

employee's name: _____ No

Please specify how you are related:

Are you legally authorized to work in the United States? Yes No

Proof of legal right to work in the U.S. will be required upon hire.

If employed and you are under 18, can you provide a work permit? Yes No

Are you able to perform the essential functions of the job for which you are applying with or without reasonable accommodation? Yes No If no, please explain and describe how you would perform the tasks and with what accommodations:

The Lord Baltimore Hotel abides by the 1986 Maryland State Family Law and require all employees to have a criminal background check initiated prior to the first day of work. Applicants who do not complete this background check will not be eligible to work for the Lord Baltimore Hotel.

Employment Experience

Start with your present or last job. Include military service assignments. Include volunteer experience which relates to the job for which you are applying. Use additional sheet if necessary.

1. Employer: _____ From: _____ To: _____
M/D/Y M/D/Y

Address: _____ Phone Number: _____

Job Title: _____

Duties: _____

Supervisor: _____ Reason for Leaving: _____

May we contact? Yes No If yes, please provide email: _____

2. Employer: _____ From: _____ To: _____
M/D/Y M/D/Y

Address: _____ Phone Number: _____

Job Title: _____

Duties: _____

Supervisor: _____ Reason for Leaving:

May we contact? Yes No If yes, please provide email:

3. Employer: _____ From: _____ To: _____
M/D/Y M/D/Y

Address: _____ Phone Number: _____

Job Title:

-

Duties:

Supervisor: _____ Reason for Leaving:

May we contact? Yes No If yes, please provide email:

List any skills, qualifications, training, volunteerism, licenses, or certifications that may be helpful in job:

Education

School Name, city, state & zip for each No. of years completed Degree Major courses of study

High School-

College-

Graduate School-

Personal Reference Information (Not including former employers or relatives)

1. Name: _____
Occupation: _____
Email and/or contact information: _____

2. Name: _____
Occupation: _____
Email and/or contact information: _____

3. Name: _____
Occupation: _____
Email and/or contact information: _____

Have you ever been convicted of a crime other than a minor traffic violation? Yes No

(Conviction will not necessarily disqualify applicant from consideration as a candidate for employment.)

If yes, please
explain: _____

Applicant's Statement

I certify that the information provided on this application (and accompanying resume, if any) is true and complete

to the best of my knowledge. I agree that any falsified information or significant omissions may disqualify me from further consideration for employment and may be justification for dismissal if discovered later.

Signature of Applicant: _____ Date: _____

UNDER MARYLAND LAW, AN EMPLOYER MAY NOT REQUIRE OR DEMAND ANY APPLICANT FOR EMPLOYMENT OR PROSPECTIVE EMPLOYMENT OR ANY EMPLOYEE TO SUBMIT TO OR TAKE A POLYGRAPH, LIE DETECTOR OR SIMILAR TEST OR EXAMINATION AS A CONDITION OF EMPLOYMENT OR CONTINUED EMPLOYMENT. ANY EMPLOYER WHO VIOLATES THIS PROVISION IS GUILTY OF A MISDEMEANOR AND IS SUBJECT TO A FINE NOT TO EXCEED \$100.

Signature of Applicant: _____ Date: _____