



FORT WILLIAM HENRY

HOTEL AND CONFERENCE CENTER



Best Western

Fort William Henry Corporation 48 Canada Street, Lake George, New York 12845
 (518) 964-6612 (518) 964-6630 (518) 964-6631 Fax (518) 964-6629 hfrwh@fortwilliamhenry.com

EMPLOYMENT APPLICATION Date _____ How were you referred to us? _____

All qualified applicants will be considered without regard to age, creed, race, color, sex, sexual orientation, national origin, marital status, disability, military status, domestic violence victim status, arrest record, conviction record, predisposing genetic characteristics. No room or board is provided. Working papers are mandatory for employees under age 18. We are an equal opportunity employer.

PERSONAL DATA (please print)

Name		Telephone
Street Address		Cell phone
City, State, Country, and Zip Address		
Email address		Are you 18 years or older?
Have you worked for FWH or Best Western of Lake George before?		If so, reason for leaving?
Are you qualified for work opportunity and welfare to work credits (WOTC)?		

EDUCATION

Name and address of school

Major

Year completed

College			1	2	3	4
High School/ Voc-Tech			9	10	11	12

Employment History – Start with your most recent job and work your way back, use an additional sheet of paper if needed.

Company Name		Telephone number	
Street Address		City	State
Job Title		From(mo/yr)	To (mo/yr)
Duties/Responsibilities			
Supervisor's Name		Supervisor's Title	
What did you like most about this job?		What did you like least?	
Reason for leaving			
Company Name		Telephone number	
Street Address		City	State
Job Title		From(mo/yr)	To (mo/yr)
Duties/Responsibilities			
Supervisor's Name		Supervisor's Title	
What did you like most about this job?		What did you like least?	
Reason for leaving			

Company Name		Telephone number	
Street Address		City	State
Job Title		From(mo/yr)	To (mo/yr)
Duties/Responsibilities			
Supervisor's Name		Supervisor's Title	
What did you like most about this job?		What did you like least?	
Reason for leaving			

AVAILABILITY : Please put your desired schedule in the boxes below...

When?	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
In:							
Out:							

Are there any restrictions on your schedule? _____ Do you have a valid driver's license? _____

Are you employed elsewhere? _____ If so, where? _____

Are you fluent in a language other than English? _____ If so, which? _____

JOB PREFERENCES (number in order of preference)

Office/Administrative	Wait Person	Fife & Drum Corp
Front Desk/ Reservations	Bus Person	Retail Counter/Cashier
Parking Attendant/Grounds	Hostess/Host	Food Service Counter/Cashier
Housekeeping	Cook/Chef	Graphic Artist
Laundry/Linen Person/Runner	Food Preparation Person	Banquets/Setup
Maintenance/Grounds	Dishwasher	Driver
Management	Bartender	Fort Restoration Guide

IMPORTANT INFORMATION

I understand that if I am offered employment, I am required to provide identification of U.S. citizenship or proof of eligibility to be employed as an alien in the United States. I also understand that I can voluntarily end my employment or be terminated at any time for any reason or no reason at all. For the protection of employees, guests and other persons on company property. The Fort William Henry Corporation uses surveillance cameras which may be concealed.

The Fort William Henry Corporation is an equal opportunity employer. Applicants may be required to undergo drug screening as part of the application process. Employees of the Fort William Henry Corporation may be required to undergo random drug screening. The Fort William Henry Corporation provides a hostility-free work environment and therefore will not tolerate sexual harassment, violence or harassment in any form. I certify that the statements made on this application are true and complete. Giving incomplete or false information for employment or other employment matters is a serious matter and is grounds for dismissal and forfeiture of related benefits.

I authorize the contacting of all former and current employer references listed and all educational institutions. All references are authorized to release all information requested which they might have about me. I hereby release the Fort William Henry Corporation and all references from any liability which might be claimed because of information provided by such references. I understand all of the above.

I certify that the statements made on my application are true and complete. I understand that providing incomplete or false information for employment is a serious matter and is grounds for dismissal and forfeiture of related benefits. I authorize the contacting of all former and current employer references listed and all educational institutions. All references are authorized to release all information requested which they have about me. I hereby release the Company and all references from any liability which might be claimed because of information provided by such references. I understand all of the above.

In order to be considered for employment, applicant MUST sign below.

SIGNATURE _____ DATE _____