



Employment Application

PERSONAL INFORMATION

Name	Date
Address	Apt. #
City, State	Zip code
Home Phone	Mobile Phone
Email address	Date available to start
Position applying for	Desired salary
Are you legally eligible to work in Australia? <input type="checkbox"/> Yes <input type="checkbox"/> No <i>(Proof of identity and eligibility will be required upon employment)</i>	
Are you over 18 years of age? <input type="checkbox"/> Yes <input type="checkbox"/> No <i>(If not, you may be required to provide authorization to work.)</i>	
Are you able to perform the essential functions of the role for which you are applying, with or without a reasonable accommodation? <input type="checkbox"/> Yes <input type="checkbox"/> No	

EDUCATION

High School Attended	
Location	Diploma obtained? <input type="checkbox"/> Yes <input type="checkbox"/> No
College or University	Dates attended
Location	Degree earned
Trade or Vocational School	Dates attended
Location	Certificate earned
Other than work experience (requested on the next page) do you have any special skills, experience and/or training that would enhance your ability to perform the position applied for? If yes, explain:	
Please list computer programs you are familiar with:	

PASSPORT DETAILS

Passport Number:	Marital Status: Mr./Mrs./Ms./Miss.
Date Of Birth:	Sex: Male/Female

INTERVIEW QUESTIONNAIRE

Question 1

Do you have any experience in Hotel Industry?

Question 2

Why are you leaving your current job?

Question 3

What are your weaknesses and how do you manage them?

Question 4

What are your strengths in this position which you are applying for?

Question 5

How would you describe yourself?

Question 6

How do you handle the pressure and stress?

Question 7

Would you describe yourself as a successful person?

Question 8

Why should we choose you for this position?

Question 9

What did you enjoy or dislike about your last/current job?

Question 10

What do you do on an ongoing basis to keep your professional skills up to date?

Question 11

Do you like to work alone or in a team?

Question 12

Are you a goal-setter?

Question 13

If we hire you, how long do you think you would work here in Australia?

Question 14

In what ways could you contribute to Toms Hank Hotel?

Question 15

What do you like and dislike about co-workers?

Question 16

How would you describe your perfect job?

Question 17

What would you say about your ability to handle pressure?

Question 18

Could you put the goals of the company ahead of your own?

Question 19

What qualities do you consider important for the employer?

Question 20

What was the situation that made you upset?

Question 21

What was the funniest situation you had at your previous/current work?

Question 22

What is your approach to problem-solving? Give an example of where your approach has been effective. Would you like to change some parts of your approach?

Question 23

Can you give us example of a situation that describes you as a decision-making person?

Question 24

How do you manage conflict situations? Give an example.

Question 25

What do you know about Toms Hank Hotel, and why do you want to work here? In what areas would you like to develop yourself further?

Question 26

What was your biggest accomplishment?

Question 27

This position requires you to know how to work independently and in a group. You should know how to negotiate and communicate with others, be initiative and energetic. How would you describe your experience of work in a team?

Question 28

What is more important for you - work or money?

Question 29

What qualities would you like to see in your co-workers?

Question 30

Are you willing to relocate to Australia?

Question 31

If money was not the matter, would you stop working?

Question 32

What motivates you to perform better?

Question 33

What qualities do you think are necessary for effective coordinator?

Question 34

How do you describe your relations with co-workers?

Question 35

Did you previously/recently applied for other jobs in Australia? If yes, what is your employer/company name?

TOMIS BANK HOTEL

Name		Phone number
EMPLOYMENT HISTORY		
Current or most recent employer		Phone number
Full Address		
Job Title		Supervisor's name
Job Duties		
Dates of Employment Hire date: Separation date:		Reason for leaving
May we contact this employer? <input type="checkbox"/> Yes <input type="checkbox"/> No		
Previous employer		Phone number
Full Address		
Job Title		Supervisor's name
Job Duties		
Dates of Employment Hire date: Separation date:		Reason for leaving
Previous employer		Phone number
Full Address		
Job Title		Supervisor's name
Job Duties		
Dates of Employment Hire date: Separation date:		Reason for leaving
APPLICANT'S CERTIFICATION AND AGREEMENT		
<p>I hereby certify that the facts set forth in the above employment application are true and complete to the best of my knowledge and authorize Toms Hank Hotel to verify their accuracy and to obtain reference information on my work performance. I hereby release Toms Hank Hotel from any/all liability of whatever kind and nature which, at any time, could result from obtaining and having an employment decision based on such information. I understand that, if employed, falsified statements of any kind or omissions of facts called for on this application shall be considered sufficient basis for dismissal.</p> <p>I understand that should an employment offer be extended to me and accepted that I will fully adhere to the policies, rules and regulations of Toms Hank Hotel. However, I further understand that nothing said during the interview process shall be deemed to constitute the terms of an implied employment contract. I understand that any employment offered is for an indefinite duration and at will and that either I or the Employer may terminate my employment at any time with or without notice or cause.</p>		
Employee Signature:		Date:

Please submit your completed Application and Interview Form, along with a Resume

VIA EMAIL: career@tomshankhotel.com.au

Be sure you reference which Job Opening you are applying for in the Subject of your email.

Please do not call regarding your Application/Resume. If your skills and qualifications meet our open position requirements, we will contact you through email/phone.

Thank you for your interest in the Toms Hank Hotel.

TOMS HANK HOTEL