



www.sodexoUSA.com

## APPLICATION FOR EMPLOYMENT

LAST NAME	FIRST	MIDDLE
PRESENT ADDRESS		
CITY	STATE	ZIP
TELEPHONE #		
E-MAIL ADDRESS:		

### EMPLOYMENT INTEREST

Date \_\_\_\_\_ Position Applied for \_\_\_\_\_ Earliest Date Available \_\_\_\_\_

Salary Desired \_\_\_\_\_ Location Desired \_\_\_\_\_

Type of Employment Desired: \_\_\_\_\_ Management \_\_\_\_\_ Non-Management  
(check all that apply) \_\_\_\_\_ Full-time \_\_\_\_\_ Part-time \_\_\_\_\_ Temporary \_\_\_\_\_ On-call \_\_\_\_\_ Summer

How were you referred to Sodexo? \_\_\_\_\_ Ad \_\_\_\_\_ Web \_\_\_\_\_ Agency  
\_\_\_\_\_ School \_\_\_\_\_ Employee \_\_\_\_\_ Other

Please specify source: \_\_\_\_\_

Have you ever applied for work with or been employed by Sodexo, Inc., Sodexo Marriott Services, Marriott Management Services or Sodexo, USA? \_\_\_\_\_ Yes \_\_\_\_\_ No If yes, when and where? \_\_\_\_\_

If previously employed, please answer the following:

In what position? \_\_\_\_\_

Supervisor's Name, Title and Phone #: \_\_\_\_\_

Reason for Leaving: \_\_\_\_\_

If applying for a management position, are you willing to relocate? \_\_\_\_\_ Yes \_\_\_\_\_ No

If yes, please specify where: \_\_\_\_\_

### PERSONAL

Social Security # \_\_\_\_\_

For reference checking purposes, list all name(s) you have used or gone by in the past, if any, other than that listed above:

\_\_\_\_\_

Are you over 18 years of age? \_\_\_\_\_ Yes \_\_\_\_\_ No If no, give date of birth \_\_\_\_\_

Have you ever been convicted of any felonies within the past seven (7) years? (A conviction will not necessarily disqualify you from employment with Sodexo.) \_\_\_\_\_ Yes \_\_\_\_\_ No

If yes, give date, nature and place of conviction(s): \_\_\_\_\_

Are there any restrictions on the hours or days you are able to work? \_\_\_\_\_ Yes \_\_\_\_\_ No If yes, please explain:

\_\_\_\_\_

FOREIGN LANGUAGES: 1. \_\_\_\_\_ Read \_\_\_\_\_ Write \_\_\_\_\_ Speak  
2. \_\_\_\_\_ Read \_\_\_\_\_ Write \_\_\_\_\_ Speak

## EDUCATIONAL HISTORY

TYPE OF SCHOOL	NAME AND ADDRESS OF SCHOOL	DATES ATTENDED FROM: MO/YR	TO: MO/YR	GRADUATED		TYPE OF DEGREE DIPLOMA OR CERTIFICATE	MAJOR/MINOR FIELD OF STUDY
				YES	NO		
HIGH SCHOOL							
COLLEGE OR UNIVERSITY							
OTHER EDUCATION OR TRAINING							

Academic Achievements and Activities: Please list academic honors, scholarships, or fellowships, memberships in academic honorary societies; or participation in or offices held in extracurricular activities you consider significant.

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List current professional licenses, registrations, and professional organizations or affiliates, if any. (You must include license / registration numbers and specific states / jurisdictions where you may be licensed or registered).

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## EMPLOYMENT EXPERIENCE

Please list your job history for the past six years (or last four employers), whichever list covers a longer period of time. Start with your present status and note any periods in which you were not employed. Include U.S. military service, previous Sodexho, Inc., Sodexho Marriott Services, Marriott Management Services or Sodexho, USA experience, summer/part-time jobs, and cooperative education assignments.

*This information must be completed even if a resume is provided.*

FIRM NAME, ADDRESS & PHONE NO.	DATE STARTED	DATE LEFT	STARTING POSITION
	FULL TIME	PART TIME	LAST POSITION
	STARTING SALARY \$	FINAL SALARY \$	DESCRIBE MAJOR DUTIES:
REASON FOR LEAVING:			
NAME OF SUPERVISOR, TITLE AND PHONE NUMBER:			
ADDITIONAL REFERENCES AND PHONE NUMBER(S):			
FIRM NAME, ADDRESS & PHONE NO.	DATE STARTED	DATE LEFT	STARTING POSITION
	FULL TIME	PART TIME	LAST POSITION
	STARTING SALARY \$	FINAL SALARY \$	DESCRIBE MAJOR DUTIES:
REASON FOR LEAVING:			
NAME OF SUPERVISOR, TITLE AND PHONE NUMBER:			
ADDITIONAL REFERENCES AND PHONE NUMBER(S):			

FIRM NAME, ADDRESS & PHONE NO.	DATE STARTED	DATE LEFT	STARTING POSITION
	FULL TIME	PART TIME	LAST POSITION
	STARTING SALARY \$	FINAL SALARY \$	DESCRIBE MAJOR DUTIES:
REASON FOR LEAVING:			
NAME OF SUPERVISOR, TITLE AND PHONE NUMBER:			
ADDITIONAL REFERENCES AND PHONE NUMBER(S):			
FIRM NAME, ADDRESS & PHONE NO.	DATE STARTED	DATE LEFT	STARTING POSITION
	FULL TIME	PART TIME	LAST POSITION
	STARTING SALARY \$	FINAL SALARY \$	DESCRIBE MAJOR DUTIES:
REASON FOR LEAVING:			
NAME OF SUPERVISOR, TITLE AND PHONE NUMBER:			
ADDITIONAL REFERENCES AND PHONE NUMBER(S):			

Do you have any objections to our contacting your present employer to verify the above?

\_\_\_\_\_ No, you may contact anytime.

\_\_\_\_\_ Do not contact now, you may contact at a later date. (Please specify, e.g., after acceptance of offer or a specific date, if appropriate.) \_\_\_\_\_

Have you ever been dismissed or forced to resign from employment? \_\_\_\_\_ Yes \_\_\_\_\_ No

If yes, please explain: \_\_\_\_\_  
\_\_\_\_\_

### PROFESSIONAL OR PERSONAL REFERENCES

NAME	YEARS KNOWN	OCCUPATION	COMPLETE ADDRESS	TELEPHONE

### OTHER RELEVANT INFORMATION

Please include any other information you think would be helpful to us in considering you for employment, such as additional work experience, activities, accomplishments, etc.

\_\_\_\_\_  
\_\_\_\_\_

## PLEASE READ THE FOLLOWING AGREEMENT CAREFULLY

The information that I have provided is accurate to the best of my knowledge and subject to validation by Sodexho. I understand and agree that any misrepresentation or omission of a fact in my application may be justification for not being hired or, if hired, termination of any employment with Sodexho.

I understand that an offer of employment and my continued employment with Sodexho are contingent upon satisfactory proof of my authorization to work in the United States. I understand that nothing contained in this employment application or in the granting of an interview is intended to create an employment contract between myself and Sodexho for either employment or for the providing of any benefit. No promises regarding continued employment have been made to me, and I understand that no such promises or guarantee is binding upon Sodexho unless made in writing. I understand that my employment is terminable at-will, and that either I or my employer may terminate my employment at any time, with or without cause, for any or no reason, and that I am not being employed for any specific term.

I understand that business needs at times make conditions such as the following mandatory: overtime, shift work, and rotating work schedules. I understand and accept these conditions of my employment.

I understand that I may be required to take and pass a drug test as a condition of being hired at or transferred to a Sodexho location.

Date: \_\_\_\_\_

\_\_\_\_\_  
Applicant Signature

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

## EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER

Sodexho does not discriminate in hiring or employment on the basis of race, color, religion, national origin, sex, age, disability, veteran status or on any other basis protected by law. If needed, reasonable accommodations for the hiring process will be made.

## AUTHORIZATION AND RELEASE

I authorize a thorough investigation of my educational background, past employment and activities that may relate in any way to my potential fitness for employment with Sodexho. I authorize schools and prior employers to provide any information they have concerning me to Sodexho, and I hereby hold harmless Sodexho and all those providing information from any liability that may arise out of or result from the provision or use of such information.

Date: \_\_\_\_\_

\_\_\_\_\_  
Applicant Signature

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