

APPLICATION FOR EMPLOYMENT- PHILLIPS CRUISES & TOURS, LLC
519 West 4th Avenue, Anchorage, Alaska 99501
www.26glaciers.com
907.274.2723 or 800.544.0529 / Fax: 907.276.5315

We are an equal opportunity employer, dedicated to a policy of non-discrimination in employment on any basis including race, color, age, gender, religion, disability or national origin. Consistent with the Americans with Disabilities Act, applicants may request accommodations needed to participate in the application process.

PLEASE PRINT

Last Name _____ **First Name** _____ **Middle Initial** _____

Address _____ **Street** _____ **City** _____ **State** _____ **Zip** _____

Home Phone _____ **Cell /Message Phone** _____ **E-Mail Address** _____

Position for which you are applying _____

How were you referred to our company? _____

EDUCATION

	<u>School Name</u>	<u>City/State</u>	<u>Years Attended</u>	<u>Degree YEAR</u>
(High School)				
(College/University)				
(College/University)				
(Other Training)				
(Job Related Skills)				
(Foreign Languages / Proficiency)	(Certifications)			

Some of our positions can be physically demanding. Please advise if you have any physical limitations which may affect work performance? YES _____ NO _____ If YES, please explain.

Are you a U.S. Citizen? YES _____ NO _____ **If NO, type of work permit you hold** _____

Have you previously submitted an application to our company? YES _____ NO _____ **If YES, when?** _____

Do you have any relatives employed by our company? YES _____ NO _____ **If YES, list name** _____

Have you been convicted of a felony within the past five years? If yes, describe in full the details including charges, sentencing, and current status on a separate sheet of paper and attach it to this application. YES _____ NO _____

EMPLOYER _____ TITLE OR POSITION _____
 ADDRESS _____ PHONE _____
 SUPERVISOR _____ START DATE _____ END _____ ENDING SALARY _____
 (MO /YR) (MO/YR)
 REASON FOR LEAVING _____
 DUTIES _____

EMPLOYER _____ TITLE OR POSITION _____
 ADDRESS _____ PHONE _____
 SUPERVISOR _____ START DATE _____ END _____ ENDING SALARY _____
 (MO/YR) (MO/YR)
 REASON FOR LEAVING _____
 DUTIES _____

EMPLOYER _____ TITLE OR POSITION _____
 ADDRESS _____ PHONE _____
 SUPERVISOR _____ START DATE _____ END _____ ENDING SALARY _____
 (MO/YR) (MO/YR)
 REASON FOR LEAVING _____
 DUTIES _____

REFERENCES (Please list three references, excluding relatives and employers listed above.)

NAME	OCCUPATION	CONTACT NUMBER

If you are to be hired by Phillips Cruises & Tours, LLC, you will be required to attest to your identity and employment eligibility, and to present documents confirming your identity and employment eligibility. You cannot be hired if you are unable to comply with these requirements. Employment is conditioned on a background check. A conviction is not absolute grounds for disqualification. The number, nature and relationship to the job applied for will be evaluated in reviewing this application.

AUTHORIZATION

I certify that the facts contained in this application (and accompanying resume, if any) are true and complete to the best of my knowledge. I understand that any false statement, omission, or misrepresentation on this application is sufficient cause for refusal to hire, or dismissal if I have been employed, no matter when discovered by Phillips Cruises & Tours, LLC.

I understand that any employment is conditioned on a background check. I authorize Phillips Cruises & Tours, LLC to thoroughly investigate all statements contained in my application or resume, and I authorize my former employers and references to disclose information regarding my former employment, character and general reputation to Phillips Cruises & Tours, LLC, without giving me prior notice of such disclosure. In addition, I release Phillips Cruises & Tours, LLC, any former employers and all references listed above from any and all claims, demands or liabilities arising out of or related to such investigation or disclosure.

I understand and agree that nothing contained in this application, or conveyed during any interview, is intended to create an employment contract. I further understand and agree that if I am hired, my employment will be "at will" and without fixed term, and may be terminated at any time, with or without cause and without prior notice, at the option of either myself or Phillips Cruises & Tours, LLC. No promises regarding employment have been made to me, and I understand that no such promise or guarantee is binding upon Phillips Cruises & Tours, LLC, unless made in writing. I understand that filling out this form does not indicate there is a position open and does not obligate Phillips Cruises & Tours, LLC. If hired, I agree to abide by all Phillips Cruises & Tours, LLC work rules, policies and procedures. Phillips Cruises & Tours, LLC retains the right to revise its policies and procedures, in whole or part, at any time.

SIGNATURE OF APPLICANT

DATE