



435 Airport Rd
PO Box # 320
Hoonah, AK 99829-0320
(907) 945-3636 - Fax (907) 945-3610

APPLICATION FOR EMPLOYMENT

The Icy Strait Lodge (ISL) is an equal opportunity employer. In all our employment practices, including hiring, we are firmly committed to equal opportunity without regard to race, religion, color, sex, age, national origin, citizenship, disability or any other basis of discrimination prohibited by applicable local, state or federal law.

ANSWER ALL QUESTIONS. APPLICATIONS DEEMED INCOMPLETE WILL BE REJECTED

Position : _____ **Date:** _____

Name: _____

Last _____ **First** _____ **MI** _____
Physical Address: _____ **Apt #** _____ **Or Box** _____

City _____ **State** _____ **Zip** _____

Telephone (____) _____ - _____ **Message Phone** (____) _____ - _____

Why should we hire you? _____

Were you known to any employer, school or reference by another name? () Yes () No

• **If yes, indicate other name:** _____

What is the minimum wage/salary you expect? \$ _____ per _____

If hired, when could you start work? _____

Have you ever been employed by this company before? () Yes () No

• **If Yes, when and where?** _____

Who or what referred you to this company for employment? _____

Names of friends or relatives working for ISL (list name(s) and relationship):

AVAILABILITY:

How many hours per week are you available for work? _____ **Will you work part-time?** _____

- Are there any hours, shifts or days you cannot or will not work? () Yes () No

If Yes, when: _____

- How far do you live from this location? _____

Do you have transportation to work? () Yes () No

Are you currently on Layoff Status, Leave of Absence or other Suspension of Employment and subject to recall with another employer? () Yes () No

If Yes, provide details: _____

- Have you ever been discharged (or terminated) by a former employer? () Yes () No

If Yes, explain: _____

SOME POSITIONS REQUIRE USE OF A CAR OR OTHER MOTORIZED VEHICLE. IF USE OF SUCH A VEHICLE IS OR BECOMES REQUIRED IN CONTINUED EMPLOYMENT.....

- Do you have a valid Driver's License? () Yes () No If No, can you obtain one? () Yes () No

Do you have access to a car or other motorized vehicle? () Yes () No

Do you have or can you get liability insurance on such a vehicle? () Yes () No

Do you have a CDL? () Yes () No If yes - which classification _____

YOUR DRIVING RECORD WILL BE CHECKED IF YOU DRIVE A COMPANY VEHICLE.

EDUCATION:

High School _____

City _____ State _____ Zip _____

Last grade completed _____ Grade Point Avg _____ Did you graduate? () Yes () No

Still Enrolled? () Yes () No _____

Trade or College _____ Address _____

City _____ State _____ Zip _____ Last grade completed _____

Course/Major _____ Degree(s) or Certification(s) _____

Grade Point Avg _____ Did you graduate? () Yes () No Still Enrolled? () Yes () No

***DURING THE LAST 7 YEARS, HAVE YOU EVER BEEN CONVICTED OF, PLED GUILTY TO OR PLED NO CONTEST TO A CRIME, EXCLUDING MISDEMEANORS AND TRAFFIC VIOLATIONS? () YES () NO IF YES, DESCRIBE: _____**

* A conviction will not necessarily bar you from employment. Also, see applicable state restrictions below.

MILITARY SERVICE:

Branch _____ Date [Entered _____ Discharged _____] RANK _____

Do you have service-related skills applicable to civilian employment? () Yes () No

If Yes, describe: _____

ADDITIONAL TRAINING OR SKILLS (all applicants)

List additional training or experience

EMPLOYMENT HISTORY: (start with most recent employer)

Company _____ **Job Title** _____

Salary / Wage _____ per _____ Dates Worked: From _____ To _____

City _____ State _____ Telephone _____

Still Employed? () Yes () No May we contact them? () Yes () No Supervisor _____

Reason for leaving _____

Reference Check Performed By _____

Company _____ **Job Title** _____

Salary / Wage _____ per _____ Dates Worked: From _____ To _____

City _____ State _____ Telephone _____

Still Employed? () Yes () No May we contact them? () Yes () No Supervisor _____

Reason for leaving _____

Reference Check Performed By _____

Company _____ **Job Title** _____

Salary / Wage _____ per _____ Dates Worked: From _____ To _____

City _____ State _____ Telephone _____ Supervisor _____

Reason for leaving _____

Reference Check Performed By _____

Company _____ **Job Title** _____

Salary / Wage _____ per _____ Dates Worked: From _____ To _____

City _____ State _____ Telephone _____ Supervisor _____

Reason for leaving _____

Reference Check Performed By _____

Company _____ **Job Title** _____

Salary / Wage _____ per _____ Dates Worked: From _____ To _____

City _____ State _____ Telephone _____ Supervisor _____

Reason for leaving _____

Reference Check Performed By _____

Please provide three (3) references (2 professional and 1 personal) that we can contact:

Name _____ Phone Number _____ Relationship _____

Name _____ Phone Number _____ Relationship _____

Name _____ Phone Number _____ Relationship _____

AGREEMENT

PLEASE READ THE FOLLOWING CAREFULLY AND SIGN IN THE SPACE PROVIDED:

I hereby certify that I have read and fully completed this application and that the facts set forth in this employment application (and accompanying resume, if any) are true and correct to the best of my knowledge, and I agree and understand that any misrepresentation or falsification of information or omission of information during the employment application process may disqualify me from further consideration for employment and, if employed, will subject me to dismissal.

I understand that in connection with my application for employment an inquiry into my background may include an investigative consumer report, which provides applicable information concerning character, general reputation, personal characteristics and standard of living. I understand that I have the right to make a written request within a reasonable period of time for information as to the nature and scope of any such report. If I am denied a job based either wholly or in part because of information contained in an investigative consumer report, I will be provided the name and address of the reporting agency that supplies the information.

I acknowledge that Icy Strait Lodge reserves the right to modify or amend its policies at any time, without prior notice. These policies do not create any promises or contractual obligations between this Company and its employees. At this Company, my employment is at will. This means I am free to terminate my employment at any time, for any reason, with or without cause, and this Company retains the same rights. .

If applicable to my employment, I have read and understood the notice regarding polygraph tests and my rights under this state's law.

AUTHORIZATION TO RELEASE INFORMATION: I authorize the references and/or employers listed on this application to give you any and all information concerning my previous employment and pertinent information they may have, personal or otherwise, and release all parties from all liability for any damage that may result from furnishing such information to you. I agree and understand that ISL and its agents may investigate or seek information concerning my background and/or previous employment, whether of record or not. I further agree and understand that if employed, ISL may at any time seek any information from whatever source, which in its discretion, it deems relevant to my employment.

NO DRUG USE POLICY: This Company does not hire persons who use illegal drugs. All persons seeking employment or employed with this Company may be required to take and pass a screen for illegal drugs. I hereby voluntarily consent to provide a urine specimen (or blood specimen as required for alcohol testing only) at a collection facility designated by ISL, and further consent to have the specimen tested at a laboratory selected by ISL.

I hereby certify that all of the information above is to the best of my recollection correct and that I authorize ISL to do any research it deems necessary to consider me for or to retain my employment.

Signature _____ Date _____