



ALYESKA RESORT  
ALASKA

# Application for Employment

P.O. BOX 249 GIRDWOOD, AK 99587  
HR@ALYESKARESORT.COM  
JOB HOTLINE (907) 754-2250  
WWW.ALYESKARESORT.COM/JOBS.HTML

## Please Print Legibly

Name \_\_\_\_\_  
Last First M.I. Other Names Used in Employment

Mailing Address \_\_\_\_\_

Home Telephone ( ) \_\_\_\_\_ Message Telephone ( ) \_\_\_\_\_

Social Security Number \_\_\_\_\_

Are you eligible for employment in the United States? Yes \_\_\_\_\_ No \_\_\_\_\_

Proof of eligibility will be required if you are employed with Alyeska Resort.

Were you previously employed by Alyeska Resort? Yes \_\_\_\_\_ No \_\_\_\_\_ If yes, when? \_\_\_\_\_

Position Desired \_\_\_\_\_ Available to Start \_\_\_\_\_

Hours Desired \_\_\_\_\_ Type of work desired Full-Time \_\_\_\_\_ Part-Time \_\_\_\_\_ On-Call \_\_\_\_\_

Are you 18 years or older? Yes \_\_\_\_\_ No \_\_\_\_\_

If you are under 18 years old, a work permit will be required prior to employment. Additionally, your parent or guardian must sign this application.

If you are applying for a position where you will be selling or serving alcohol, are you at least 21 years old?

Yes \_\_\_\_\_ No \_\_\_\_\_

Describe any commitments which would require you to be absent from work \_\_\_\_\_

Many Resort positions involve the handling of cash and contact with the public; therefore the following question must be answered fully: Have you ever been convicted of a felony or misdemeanor?

\*Yes \_\_\_\_\_ No \_\_\_\_\_

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

Do you have a current driver's license? \_\_\_\_\_ State \_\_\_\_\_ Number \_\_\_\_\_

Have you ever had your driver's license suspended or revoked as a result of moving violation(s)?

\*Yes \_\_\_\_\_ No \_\_\_\_\_

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

\*Information supplied on conviction records will not necessarily bar an applicant from consideration for employment. Nature of, reason for and time elapsed since conviction(s) will be reviewed in light of the duties of the job sought.

# Education

School	Name and Location	Course of Study	No. of Years Attended	Did you Graduate?
High School				
College				
Other (Explain)				

Professional licenses, certificates or registrations \_\_\_\_\_

List any special skills or training relevant to the position(s) for which you are applying \_\_\_\_\_

\_\_\_\_\_

## Work History

*Please give your accurate and complete work history. Start with your present or most recent employer.  
Attach additional pages, if necessary. Please complete this section, even if you attach a resume.*

Company Name \_\_\_\_\_ Dates of Employment  
From \_\_\_\_\_ To \_\_\_\_\_

Address \_\_\_\_\_ Supervisor \_\_\_\_\_

Job Title \_\_\_\_\_ Phone \_\_\_\_\_

Duties \_\_\_\_\_ Rate of Pay  
Beginning \_\_\_\_\_ Ending \_\_\_\_\_

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

Company Name \_\_\_\_\_ Dates of Employment  
From \_\_\_\_\_ To \_\_\_\_\_

Address \_\_\_\_\_ Supervisor \_\_\_\_\_

Job Title \_\_\_\_\_ Phone \_\_\_\_\_

Duties \_\_\_\_\_ Rate of Pay  
Beginning \_\_\_\_\_ Ending \_\_\_\_\_

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

Company Name \_\_\_\_\_ Dates of Employment  
From \_\_\_\_\_ To \_\_\_\_\_

Address \_\_\_\_\_ Supervisor \_\_\_\_\_

Job Title \_\_\_\_\_ Phone \_\_\_\_\_

Duties \_\_\_\_\_ Rate of Pay  
Beginning \_\_\_\_\_ Ending \_\_\_\_\_

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

Company Name \_\_\_\_\_ Dates of Employment  
From \_\_\_\_\_ To \_\_\_\_\_  
Address \_\_\_\_\_ Supervisor \_\_\_\_\_  
Job Title \_\_\_\_\_ Phone \_\_\_\_\_  
Duties \_\_\_\_\_ Rate of Pay  
Beginning \_\_\_\_\_ Ending \_\_\_\_\_  
Reason for Leaving \_\_\_\_\_

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Company Name \_\_\_\_\_ Dates of Employment  
From \_\_\_\_\_ To \_\_\_\_\_  
Address \_\_\_\_\_ Supervisor \_\_\_\_\_  
Job Title \_\_\_\_\_ Phone \_\_\_\_\_  
Duties \_\_\_\_\_ Rate of Pay  
Beginning \_\_\_\_\_ Ending \_\_\_\_\_  
Reason for Leaving \_\_\_\_\_

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**Please read the following paragraphs thoroughly before signing this application. Initial where indicated.**

***If you have any questions regarding these paragraphs, please contact the Alyeska Resort Human Resources Department.***

**EQUAL OPPORTUNITY EMPLOYER**

Alyeska Resort is an Equal Opportunity Employer and does not discriminate because of race, color, sex, national origin, age, physical or mental disability, veteran status or marital status.

**AT-WILL EMPLOYMENT**

I understand and agree that Alyeska Resort is an at-will employer, and that my employment may be terminated without notice at any time, with or without cause, at my own option or at the option of Alyeska Resort.

***I have read, understand and agree to these statements \_\_\_\_\_ (initial here)***

**DRUG-FREE WORKPLACE**

Alyeska Resort is firmly committed to maintaining a drug-free workplace. Consistent with that objective, we require all applicants accepted for employment to pass a pre-employment drug test. This test will be performed at a testing facility designated by Alyeska Resort. All offers of employment are contingent upon passing this drug test. Applicants who fail or refuse to sign this application or to provide a urine specimen for analysis at the time requested will be disqualified from employment consideration with Alyeska Resort for 6 (six) months. In addition, Alyeska Resort conducts random drug tests.

New employees are given a written copy of Alyeska Resort's drug testing policies.

The drugs tested for are: marijuana, cocaine, opiates, PCP and amphetamines. Applicants who test positive for drug usage or who have urine specimens showing any evidence of adulteration or substitution, will be disqualified from further employment consideration with Alyeska Resort for 6 (six) months.

***I have read, understand and agree to these statements and consent to undergo required drug testing. \_\_\_\_\_ (initial here)***

## **BACKGROUND INVESTIGATION/RELEASE OF INFORMATION**

Alyeska Resort may investigate your background by obtaining information from present and previous employers, business associates, friends and others familiar with your background. This information may be obtained through personal interviews, written correspondence, records and other documents. This inquiry may include information pertaining to employment history, employment performance, education, conviction records and personal characteristics. By signing this application, I authorize Alyeska Resort and/or its representatives to perform this background investigation.

I authorize and request every person, firm, company, government agency or school to provide all information they may have concerning me to Alyeska Resort, or its representative and I release all parties providing information from any and all liability or claims for damages that may result from this information's release, disclosure and use. Photocopies of this application are valid as originals.

If I am employed, I authorize Alyeska Resort to supply my employment record, in whole or in part, and in confidence, to any prospective employer, government agency, or other party with a legal and proper interest.

*I have read, understand and agree to these statements \_\_\_\_\_ (initial here)*

## **CERTIFICATION**

I understand that submitting this application to Alyeska Resort does not imply that an interview will be conducted or that I will be employed.

Any ideas, inventions or improvements made or conceived by me during my employment at Alyeska Resort relating to its activities, or work I perform for Alyeska Resort, shall be the sole property of Alyeska Resort. I will execute all papers necessary to vest title thereto in the name of Alyeska Resort or its nominee(s) in the United States and foreign countries.

In the event of employment with Alyeska Resort, I will comply with all rules, procedures and regulations set forth in the employee handbook and other communications posted or distributed to employees.

I hereby acknowledge that I have read and understand all the above statements. I certify that all statements made by me on this application are true and complete to the best of my knowledge and that I have withheld nothing that would, if disclosed, unfavorably affect this application. I understand the furnishing of any misleading or incorrect information may render me ineligible for employment, or if I am already employed at Alyeska Resort at the time any misleading or incorrect information is discovered, my employment may be terminated.

Signature \_\_\_\_\_

Date \_\_\_\_\_

Name \_\_\_\_\_

Social Security No. \_\_\_\_\_

(Printed)

## **Applicants under age 18 must have a parent or legal guardian sign below.**

I, \_\_\_\_\_, the parent or legal guardian of the above-named applicant/employee, consent and agree to the above terms and conditions of employment. These include the provisions pertaining to Alyeska Resort's Drug-Free Workplace Policies and Procedures.