

Island Alpaca Company Employment Application **Date:** _____

1 Head of the Pond Road, Oak Bluffs, MA 02568 • 508-693-5554 • www.islandalpaca.com • info@islandalpaca.com



An Equal Opportunity Employer

Island Alpaca Company is an equal opportunity employer. This application will not be used for limiting or excluding any applicant from consideration for employment on a basis prohibited by local, state, or federal law. Applicants requiring reasonable accommodation in the application and/or interview process should make their needs known.

Please print and fill out all sections

Applicant Information

Applicant Name _____

Home Phone _____ Cell Phone _____ Email Address _____

Current Address:

Number & street _____ City _____ State & Zip _____

Permanent Address if different:

Number & street _____ City _____ State & Zip _____

How were you referred to Island Alpaca?: Circle one: Job Fair • MVTIMES • MV Gazette • A Friend • Other: _____

Employment Position(s) applying for: _____

Are you applying for: Check any that apply:

- Temporary work – such as summer/holiday work? [] Y or [] N – if yes, full-time, part-time or are you flexible? [] Y or [] N
 - Regular part-time work? [] Y or [] N • Regular full-time work? [] Y or [] N • Preferred number of hours: _____
- Are you available YearRound? [] Y or [] N • Are there any dates you are not available? If so which: _____

What days & hours are you available for work?—Fill-in ALL days available.

(please include the earliest and the last hour that you would be available each day)

Mon: _____ Tues: _____ Wed: _____ Thurs: _____ Fri: _____ Sat: _____ Sun: _____

If hired, on what date can you start? ___ / ___ / ___ If applying for temporary help, what day would be your last available day? ___ / ___ / ___ Are you available to work overtime? [] Y or [] N Salary desired: Hourly \$ _____ Weekly: \$ _____

Personal Information:

Have you ever applied to Island Alpaca before? [] Y or [] N

If hired, would you have transportation to/from work? [] Y or [] N • Mode of transportation: _____

Are you over the age of 18? (If under 18, hire is subject to verification of minimum legal age.) [] Y or [] N

If hired, would you be able to present evidence of your U.S. citizenship or proof of your legal right to work in the USA? [] Y or [] N

If hired, are you willing to submit to and pass a controlled substance test? [] Y or [] N

Are there any aspects of farm employment that you are able to foresee being unable to with/without reasonable assistance? [] Y or [] N • If no, describe the functions that cannot be performed

Preferences: :Please Rank in order of preference from 1 to 6, starting with one that interests you most.

Routine farm chores: (Cleaning stalls/Raking.Feeding) _____ Special projects: (Ex: fencing, etc): _____ Gift Shop Sales: _____
Tour Guide/Hosting: _____ Entry Gate/Admissions: _____ Teaching: (Ex. working with children, knitting instruction...etc) _____

Have you ever been convicted of a criminal offense (felony or misdemeanor)? [] Y or [] N

If yes, please describe the crime – state nature of the crime(s), when and where convicted and disposition of the case: _____

(Note: No applicant will be denied employment solely on the grounds of conviction of a criminal offense. The date of the offense, the nature of the offense, including any significant details that affect the description of the event, and the surrounding circumstances and the relevance of the offense to the position(s) applied for may, however, be considered.)

Education, Training and Experience

High School:

School name: _____ School address: _____ School city, state, zip: _____

Number of years completed: _____ Did you graduate? [] Y or [] N Degree/diploma earned: _____

College / University:

School name: _____ School address: _____ School city, state, zip: _____

Number of years completed: _____ Did you graduate? [] Y or [] N Degree/diploma earned: _____

Vocational School:

School name: _____ School address: _____ School city, state, zip: _____
Number of years completed: _____ Did you graduate? [] Y or [] N Degree/diploma earned: _____

Military: _____
Branch: _____ Rank in Military: _____ Total Years of Service: _____ Skills/duties _____

Do you speak, write or understand any foreign languages? [] Y or [] N If yes, describe which languages(s) and how fluent of a speaker you consider yourself to be. _____

Do you have any other experience, training, qualifications, or skills which you feel should be brought to our attention, in the case that they make you especially suited for working at Island Alpaca? [] Y or [] N If yes, please explain _____

_____ If you need more space continue on the back.

Employment History

Are you currently employed? [] Y or [] N. If currently employed, may we contact your current employer? [] Y or [] N
Below, please describe past and present employment positions, dating back five years. Please account for all periods of unemployment. (Even if you have submitted a resume, please complete).

Name of Employer: _____ **Name of Supervisor:** _____ **Telephone Number:** _____
Business Type: _____ **Address:** _____ **City, State, Zip:** _____
Length of Employment (Include Dates): _____ **Rate of Pay:** _____
Position & Duties: _____

Reason for Leaving: _____
May we contact this employer for references? [] Y or [] N

Name of Employer: _____ **Name of Supervisor:** _____ **Telephone Number:** _____
Business Type: _____ **Address:** _____ **City, State, Zip:** _____
Length of Employment (Include Dates): _____ **Rate of Pay:** _____
Position & Duties: _____

Reason for Leaving: _____ **May we contact this employer for references?** [] Y or [] N

Name of Employer: _____ **Name of Supervisor:** _____ **Telephone Number:** _____ **Business Type:** _____
Address: _____ **City, State, Zip:** _____
Length of Employment (Include Dates): _____ **Rate of Pay:** _____
Position & Duties: _____

Reason for Leaving: _____ **May we contact this employer for references?** [] Y or [] N

Name of Employer: _____ **Name of Supervisor:** _____ **Telephone Number:** _____ **Business Type:** _____
Address: _____ **City, State, Zip:** _____
Length of Employment (Include Dates): _____ **Rate of Pay:** _____
Position & Duties: _____

Reason for Leaving: _____ **May we contact this employer for references?** [] Y or [] N

REFERENCES: List below 3 persons who have knowledge of your work performance within the last four years.

Name – First, Last: _____ Contact information if available: _____

Relationship: _____

Name – First, Last: _____ Contact information if available: _____

Relationship: _____

Name – First, Last: _____ Contact information if available: _____

Relationship: _____

I authorize investigation of all statements contained in this application. I understand and agree that should I be hired, my employment is for no definite period.

Date: ___/___/___ Signed: _____

Thank you for considering employment with Island Alpaca Company!