



Carlile is privately owned and operated.

Our success revolves around our employees and our company-wide commitment to our customer care.

At Carlile we never stop the search for qualified employees. We are committed to employing the very best in the industry.

If you are interested in joining the Carlile team please send your resume and contact information to:

cpmcdonald@carlile.biz or fax it to 907.258.9658

Please no calls. Calls will be referred to this site.

Thank you.



www.carlile.biz | 1.800.478.1853
ALASKA | HAWAII | UNITED STATES | CANADA

Carlile Transportation Systems, Inc.

1800 East First Ave. Anchorage, AK. 99501
 Phone (907) 276-7797 Fax (907) 258-9658

Application for Employment



Applicant: All applicants will be considered for employment without regard to race, religion, color, sex, national origin, age, marital or veteran status, medical condition or disability, or any other reason/condition protected by law. We are an Equal Opportunity Employer and a Drug Free Work Place.

Personal Information (Please Print Clearly)

Date ____/____/____
 ____/____/____

Name: Last First Middle Social Security Number

Address: Street Apt No. City State Zip

Telephone (____) _____ Alternate Telephone (____) _____

Referred by: Employment Agency Friend or Relative Walk-in Advertisement Web Site

Are you over 18 years of age? (If NO, a work permit will be required) YES NO

Are you legally eligible for employment in the United States? (If hired, Federal law requires eligibility verification) YES NO

Position(s) applied for _____ Full Time (40 hrs/week) Part Time (under 40 hrs/week)

Indicate days/hours you will be available to work:

Mon _____ to _____ Tue _____ to _____ Wed _____ to _____ Thu _____ to _____
 Fri _____ to _____ Sat _____ to _____ Sun _____ to _____

Date you are available to start work: ____/____/____ Salary or wages desired \$ _____

Have you worked for us before? YES NO If YES, Dates: from ____/____/____ to ____/____/____

Position _____ Location _____

Are you currently employed? YES NO If hired, will you work overtime if required? YES NO

Have you ever been bonded in prior employment? YES NO If YES, list name(s) of employer(s) _____

Have you *ever* been convicted of a felony? YES NO If **YES**, explain in detail, including the location and date of conviction. A felony conviction will not necessarily disqualify an applicant. However, should you answer **NO** and our investigation discovers otherwise, it will be considered falsification of the application and may disqualify you. *This section is not limited to three (3) years.*

Education

Name & Location of School	Course of Study	Years Completed	Did You Graduate?
High School			
College	Degree _____ Major _____		
Business/Technical	Degree _____ Major _____		

Maintenance Experience & Qualifications

(Complete this page only if you are applying for a job in the Shop or Warehouse)

List completed courses and other training in maintenance work:

Job Function

Indicate Training and Experience in the Following Areas	Years of Formal Training	Years of Experience	Indicate Training and Experience in the Following Areas	Years of Formal Training	Years of Experience
Drive Line Components			Body Work		
Diesel Engine Tune-Up and Rebuild			Inspections and General Car Repair		
Gas Engine Tune-Up and Rebuild			Frame and Wheel Alignment		
Trailer Repair			Brakes		
Tire Service			Cooling System		
Air Conditioning			Electrical Repair		

Shop Equipment

Indicate Training and Experience in the following Areas	Years of Formal Training	Years of Experience	Indicate Training and Experience in the Following Areas	Years of Formal Training	Years of Experience
Electrical Diagnostic Equipment			Tire/Wheel & Tire Balancing Machines		
Sheet Metal Equipment			Tire Recapping Mold		
Frame & Axle Straightening Equipment			Magnetic Crack Detector		
Engine Rebuilding Equipment			Chassis Dynamometer		
Diesel Injection Equipment			Engine Dynamometer		
Electric Welder			Engine Analyzer		
Oxyacetylene Welder			Noise Measuring Equipment		
Paint Spray Gun			Smoke Measuring Equipment		
Air Conditioning			Inspections & General Car Repair		

Warehouse Experience & Qualifications

List completed courses and other training in warehouse work:

List equipment you are qualified to operate (forklift, pallet jack, etc.):

List freight handling experience:

Clerical Experience & Qualifications

List completed courses and other training in office work:

Indicate Training and Experience in the Following Areas	Years of Formal Training	Years of Experience	Indicate Training and Experience in the Following Areas	Years of Formal Training	Years of Experience
Typing (wpm) _____			Dictating Machine		
Shorthand (wpm) _____			Bookkeeping Machine		
Computers-Indicate Software			Switchboard Equipment		
Filing			Number of Lines: _____		
Billing/Collections			Tabulator		
Word Processing Equipment			Accounting		
Key Punch			Fax Machine		
Calculator			Photo Copier		
Adding Machine			Claims		
			Cashier		
Rates (indicate Tariffs with which you have worked)					

Prior Employment Start with most recent employer and work back. Add additional sheet(s) if necessary

Employer: _____ Phone: () _____ Address: _____ City _____ State _____ Zip _____ Duties: _____ Reason for leaving: _____ May we contact this employer? _____	From: _____ To: _____ Position: _____ Supervisor's Name: _____ Salary/Wage: _____
Employer: _____ Phone: () _____ Address: _____ City _____ State _____ Zip _____ Duties: _____ Reason for leaving: _____ May we contact this employer? _____	From: _____ To: _____ Position: _____ Supervisor's Name: _____ Salary/Wage: _____
Employer: _____ Phone: () _____ Address: _____ City _____ State _____ Zip _____ Duties: _____ Reason for leaving: _____ May we contact this employer? _____	From: _____ To: _____ Position: _____ Supervisor's Name: _____ Salary/Wage: _____

Employer: _____ Phone: () _____ Address: _____ City _____ State _____ Zip _____ Duties: _____ Reason for leaving: _____ May we contact this employer? _____	From: _____ To: _____ Position: _____ Supervisor's Name: _____ Salary/Wage: _____
Employer: _____ Phone: () _____ Address: _____ City _____ State _____ Zip _____ Duties: _____ Reason for leaving: _____ May we contact this employer? _____	From: _____ To: _____ Position: _____ Supervisor's Name: _____ Salary/Wage: _____

Personal References

Name	Address	Years Known	Telephone Number

Carlile is an “**AT WILL**” employer. This means that employment and compensation can be terminated, with or without cause and with or without notice, at any time, at the option of either the Company or the employee. The applicant should understand that no representative of the Company has any authority to enter into any agreement for employment for any specified period of time, or to make any other agreement contrary to the foregoing. Applicants should understand that any materials they may receive from the Company or any representative of the Company, do not create a contract of employment and that no work, deed, or conduct by any party shall be construed as creating a contract between the applicant and the Company. **The Company retains the absolute right to discharge any employee, at any time, with or without cause.**

My signature attests to my understanding that the above information is true and complete to the best of my knowledge and, should I be employed by Carlile Transportation Services, Inc., any misrepresentation, false statement, or omissions of fact contained herein will be considered grounds for immediate discharge. The Company has my permission to obtain all necessary information from the employers and/or references I have listed, or any other source deemed appropriate, concerning my prior employment and criminal history and I release all parties from any possible damages resulting from disclosure of such information, with or without prior written notice to me. I reserve the right to know the names and addresses of any investigative agencies used in order that I may learn the information contained in any report furnished to the Company.

I understand that, should Carlile Transportation Systems, Inc. extend me an offer of employment, such employment cannot commence until I have passed the required pre-employment alcohol and/or drug test and have met all other requirements. If I do not pass the required pre-employment qualifications, any job offer tendered by the Company will be rescinded and I will be entitled to no compensation of any type, except as provided by law. Further, if at any time during my employment with Carlile Transportation Systems, Inc., I fail a alcohol and/or drug test, such failure will be grounds for disciplinary action up to and including immediate discharge.

My signature here also attests to my understanding that this application, in whole or in part, does not constitute an employment contract of any kind and my understanding that Carlile Transportation Systems is an “**AT WILL**” employer and that employment can be terminated, with or without cause, at any time.

Signature of Applicant

Date