

Asia Pacific Airlines

The Application Process

How to Apply: Please fill out the application entirely. Provide a resume to accompany the application.

If you need reasonable accommodation while applying for a position, or at any time in the hiring process, please notify the Administration Department for assistance.

Application Processing: The Administrative Department is the central collection point for all resumes and Employment Applications. Upon receipt, they are sorted and processed, then sent to the appropriate department. A department representative will review all forwarded applications and will contact the people they wish to consider further on the hiring process.

If you have not heard anything within six weeks, you may assume that you are not under consideration for a position at that time. Resumes and Employment Applications for posted positions are kept on file for a period of one year from the date of receipt.

Alcohol/ Drug Testing: Due to federal regulations covering safety sensitive positions, applicants applying for operations and maintenance positions will be required to undergo pre-employment drug testing. Negative test results must be received before an offer of employment can be extended.

Introductory Period: New hires must satisfactorily complete a three-month (90 day) introductory period. At the end of this period, the new hire's performance will be evaluated to determine if he/ she is qualified for permanent employment.

EMPLOYMENT APPLICATION

Asia Pacific Airlines is proud of our commitment to be an Equal Opportunity Employer. All qualified applicants will receive consideration without discrimination because of a person's actual or perceived age, ancestry, citizenship, color, condition of pregnancy, creed, disability, marital status, national origin, race, religion, sex, sexual orientation, veteran status, or other reason prohibited by Federal, State or Local law, in our hiring and employment process.

This application form is intended for use in evaluating your qualifications for employment. Please print clearly in ink, and accurately complete all questions in detail on this form. If the question does not apply to you, print 'not applicable' in the space provided. Incomplete or illegible applications will not be processed. Additional testing of job-related skills may be required. If you need assistance in completing this application form, or for any phase of the employment process, please contact the Administration Department and every effort will be made to accommodate your needs in a reasonable amount of time.

POSITION OF INTEREST

State the position that you are applying to: _____

Note: Any questions you may have regarding this application may be directed to the Administration Department, (671) 647-0050, or inquiries@asiapacificairlines.com.

Applicant Name: Last, First, Middle (please include your full middle name)			
Address: Number and Street	City	State	Zip Code
Cell Phone Number	Alternate Phone Number	Email Address	
<p>Have you ever been employed by Tan Holdings, Inc. or any of its subsidiaries?</p> <p>Have you ever been employed by Asia Pacific Airlines or any of its subsidiaries?</p> <p>Do you have relatives employed by Asia Pacific Airlines or any of its subsidiaries?</p> <p>Have you ever been employed under another name?</p> <p>Are you 18 years of age or older?</p> <p>Can you upon employment provide genuine documentation establishing your identity and eligibility to be legally employed in the United States?</p> <p>Have you tested positive, or refused to test, on any pre-employment drug or alcohol test administered by an employer to which, you applied for, but did not obtain, safety-sensitive transportation work covered by DOT agency drug and alcohol testing rules during the past two years?</p> <p>Do you have a valid driver's license?</p> <p>Have you ever been discharged or asked to resign from a job?</p> <p>Consistent attendance and punctuality are essential requirements of this job. Is there anything which would interfere with your regular attendance and punctuality if you are offered the job?</p> <p>Are there any hours or days of the week you cannot work? Explain:</p> <p>_____</p>			<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>
<p>On what date would you be able to begin work or start training? _____</p> <p style="text-align: right;">Month/Day/Year</p> <p>How did you learn about Asia Pacific Airlines?</p> <p><input type="checkbox"/> Online Website site: _____</p> <p><input type="checkbox"/> Asia Pacific Airlines website</p> <p><input type="checkbox"/> Indeed.com</p> <p><input type="checkbox"/> Employee referral: _____</p> <p><input type="checkbox"/> Other (Explain): _____</p>			
<p>NOTE: If you need to provide additional information to answer any of the above items, you may use a separate sheet to explain.</p>			

EMPLOYMENT HISTORY

You may submit your resume in lieu of filling out the below Employment History

EMPLOYMENT HISTORY: List in detail the last 10 years of employment history, starting with your current or most recent employer. Include periods of unemployment. All periods for one (1) month or more must be accounted for. Do not include relatives as a supervisor or other reference. Failure to complete this section of the application may result in disqualification. If you need additional space to answer any of the below items, you may use a separate sheet.		
From:	To:	Company:
Supervisor:	Position:	Salary/ Hourly rate:
Address:		
City:	State:	Zip:
Phone:	Reason for Leaving:	
May we contact your current/ former employer?	[] Yes [] No	
From:	To:	Company:
Supervisor:	Position:	Salary/ Hourly rate:
Address:		
City:	State:	Zip:
Phone:	Reason for Leaving:	
May we contact your former employer?	[] Yes [] No	
From:	To:	Company:
Supervisor:	Position:	Salary/ Hourly rate:
Address:		
City:	State:	Zip:
Phone:	Reason for Leaving:	
May we contact your former employer?	[] Yes [] No	
From:	To:	Company:
Supervisor:	Position:	Salary/ Hourly rate:
Address:		
City:	State:	Zip:
Phone:	Reason for Leaving:	
May we contact your former employer?	[] Yes [] No	
From:	To:	Company:
Supervisor:	Position:	Salary/ Hourly rate:

Address:		
City:	State:	Zip:
Phone:	Reason for Leaving:	
May we contact your former employer?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
From:	To:	Company:
Supervisor:	Position:	Salary/ Hourly rate:
Address:		
City:	State:	Zip:
Phone:	Reason for Leaving:	
May we contact your former employer?	<input type="checkbox"/> Yes <input type="checkbox"/> No	

EDUCATION: List in detail all of your education credentials from High School and beyond.		
From:	To:	High School Name:
City:	State:	Diploma: <input type="checkbox"/> Yes <input type="checkbox"/> No
Honors/ Achievements:		
From:	To:	School Name:
City:	State:	Diploma: <input type="checkbox"/> Yes <input type="checkbox"/> No
Major:	Minor:	Type of Degree:
Honors/ Achievements:		
From:	To:	School Name:
City:	State:	Diploma: <input type="checkbox"/> Yes <input type="checkbox"/> No
Major:	Minor:	Type of Degree:
Honors/ Achievements:		

MILITARY RECORD			
Service Branch:	Rank:	Specialization:	Date of Specialization:
Serial Number:	Date Entered:	Date Discharged:	Type of Discharge:
Security Clearance:	Reserves <input type="checkbox"/> Yes <input type="checkbox"/> No National Guard <input type="checkbox"/> Yes <input type="checkbox"/> No	Please Circle: Active Inactive	

Equal Employment Advisory Council
Revised Alternative “Suggested Employee Questionnaire”
for Self-Identification of Race/Ethnicity

INSTRUCTIONS

PLEASE READ ALL INSTRUCTIONS CAREFULLY BEFORE COMPLETING THIS FORM

Anti-Discrimination Notice. It is an unlawful employment practice for an employer to fail or refuse to hire or discharge any individual, or otherwise to discriminate against any individual with respect to that individual’s terms and conditions of employment, because of such individual’s race, color, religion, sex, or national origin.

This employer is subject to certain nondiscrimination and affirmative action recordkeeping and reporting requirements which require the employer to invite employees to voluntarily self-identify their race/ethnicity. Submission of this information is voluntary and refusal to provide it will not subject you to any adverse treatment. The information obtained will be kept confidential and may only be used in accordance with the provisions of applicable federal laws, executive orders, and regulations, including those which require the information to be summarized and reported to the Federal Government for civil rights enforcement purposes.

If you choose not to self-identify your race/ethnicity at this time, the federal government requires this employer to determine this information by visual survey and/or other available information.

For civil rights monitoring and enforcement purposes only, all race/ethnicity information will be collected and reported in the seven categories identified below. The definitions for each category have been established by the federal government. If you choose to voluntarily self-identify, you may mark only one of the boxes presented below.

INVITATION TO SELF-IDENTIFY

PLEASE ANSWER THE FOLLOWING QUESTION

What is your race/ethnicity? Please mark the **one box** that describes the race/ethnicity category with which you primarily identify.

- Hispanic or Latino:** a person of Cuban, Mexican, Chicano, Puerto Rican, South or Central American, or other Spanish culture or origin, regardless of race.
- White:** a person having origins in any of the original peoples of Europe, the Middle East, or North Africa.
- Black or African American:** a person having origins in any of the black racial groups of Africa.
- Asian:** a person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian subcontinent including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam.
- Native Hawaiian or Other Pacific Islander:** a person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands.
- American Indian or Alaska Native:** a person having origins in any of the original peoples of North and South America (including Central America), and who maintains tribal affiliation or community attachment.
- Two or More Races:** a person who primarily identifies with two or more of the above race/ethnicity categories.