

West Point Tours *inc.*

Motor Coaches & School Buses

PO Box 125 · Route 94 · Vails Gate, NY · 12584
(845) 561-2671 · Fax (845) 561-6948
www.westpointtours.com · LetsGo@westpointtours.com



APPLICATION FOR EMPLOYMENT

West Point Tours, Inc. is a transportation company utilizing school buses to transport students to and from school. We also use these buses and coaches for student and adult charter work.

West Point Tours, Inc. is an equal Opportunity Employer. In compliance with Federal and State Equal Employment opportunity Laws, qualified applicants are considered for driving positions without regard to race, color, religion, sex, national origin, age, marital status, or the presence of a non-job related medical condition or handicap.

Date: _____

PERSONAL INFORMATION

Last Name: _____ First Name: _____ Middle Initial: _____

Address: _____

City: _____ State: _____ Zip: _____

Cell Phone: _____ Home Phone: _____ Email: _____

Social Security Number: _____ Date of Birth: _____

Driver's License Number: _____ Class: _____ Endorsements: _____

EMERGENCY CONTACT

Name: _____ Phone: _____

EMPLOYMENT INFORMATION

Have you ever applied to this company before? Y N If Yes, when? _____

Are you currently employed? Y N If necessary, may we contact your manager? Y N

How did you learn of our opening? _____

EDUCATION & MILITARY SERVICE

Highest completed educational level: _____

Special Courses or training (especially related to driving):

Military Service: _____ Rank at Discharge: _____

Current member of National Guard or reserves: Y N

HAVE YOU EVER BEEN CONVICTED OF A FELONY, OR ANY OTHER CRIME THAT WOULD DISQUALIFY YOU FROM DRIVING A SCHOOL BUS? Y N Unsure-Please explain: _____

Have you ever been disqualified under Article 19A? Y N

EMPLOYMENT HISTORY

Dates Employed from: _____ to: _____ Name & Address of Employer:
Name of Manager: _____ Phone: _____
Position _____ Salary: _____

Was this job subject to Federal Motor Carrier Safety Regulations? Y N

Was this job subject to DOT Drug & Alcohol Testing? Y N

Dates Employed from: _____ to: _____ Name & Address of Employer:
Name of Manager: _____ Phone: _____
Position _____ Salary: _____

Was this job subject to Federal Motor Carrier Safety Regulations? Y N

Was this job subject to DOT Drug & Alcohol Testing? Y N

Dates Employed from: _____ to: _____ Name & Address of Employer:
Name of Manager: _____ Phone: _____
Position _____ Salary: _____

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Dates Employed from: _____ to: _____ Name & Address of Employer:
Name of Manager: _____ Phone: _____
Position _____ Salary: _____

Was this job subject to Federal Motor Carrier Safety Regulations? Y N

Was this job subject to DOT Drug & Alcohol Testing? Y N

This certifies that this application was completed by me, and that all entries on it are true and complete to the best of my knowledge. I authorize you to make such inquires of my person and previous employment as may be necessary in arriving at an employment decision.

I hereby release persons or previous employers from all liability in responding to inquires in connection with my applications. I understand by New York State Law, that West Point Tours, Inc. must obtain an abstract of my driving record in considering my employment. I have no objection against finger-printing, as required by New York State Law. I understand that false or misleading information in this application and its associated interview, may result in my discharge. I will abide by all rules and regulations of West Point Tours, Inc., as permitted and required by law.

Applicants Signature: _____ Date: _____

“By submitting this application, I hereby give West Point Tours, Inc. my permission to obtain a copy of my driving record (abstract). I understand that West Point Tours, Inc. has the right to obtain my driving record at any time during my employment with them. In addition, I also understand that such records may be shared with and reviewed by New York State Department of Motor Vehicles and their employees, School District personnel for which I drive, and any insurance carrier for West Point Tours, Inc.”

Additional Documents needed for employment consideration – Copy of your Driver’s License, Copy of Social Security Card. These documents can either be scanned and attached or brought to West Point Tours, Inc.

*To complete this application using your keyboard and for the ‘Submit’ feature to work, you **must** be using Adobe Reader. A free version is available for [Window](#) and [Mac](#) . Also, you can **save** the completed document to your computer and then send it as an email attachment to employment@westpointtours.com. Alternatively, you may print this application and mail it to:*

*Employment
West Point Tours, Inc.
PO Box 125
Vails Gate, NY 12584*