

INTERLAKE STEAMSHIP HIRING CENTER

PRE-EMPLOYMENT APPLICATION

THE INTERLAKE STEAMSHIP COMPANY, LAKES SHIPPING COMPANY, INC., AND INTERLAKE TRANSPORTATION, INC. ARE EQUAL OPPORTUNITY EMPLOYERS AND WILL CONSIDER ALL APPLICANTS FOR ALL POSITIONS EQUALLY REGARDLESS OF RACE, SEX, AGE, COLOR, RELIGION, NATIONAL ORIGIN, OR ANY DISABILITIES AS PROVIDED IN THE AMERICANS WITH DISABILITIES ACT.

Today's Date _____

1. NAME _____ 2. SOCIAL SECURITY # _____
(last, first, middle initial) Please attach a photocopy of your Social Security card to this application.

3. ADDRESS _____ APT. # _____
(street address)

4. CITY _____ 5. STATE _____ 6. ZIP CODE _____

7. HOME PHONE (_____) _____ 8. Do you have an answering machine? [] YES [] NO

OTHER PHONE NUMBER WHERE YOU CAN BE REACHED (_____) _____

9. ARE YOU 18 YEARS OF AGE OR OLDER? [] YES [] NO

10. DRIVER'S LICENSE NUMBER _____ STATE ISSUED _____
CURRENTLY VALID? [] YES [] NO Please attach a photocopy of your Driver's License to this application.

11. WHAT POSITION(S) ARE YOU APPLYING FOR? _____

12. DATE AVAILABLE TO START WORKING _____

13. ARE YOU AVAILABLE FOR TEMPORARY JOBS? [] YES [] NO

NOTE: All positions are considered at will employment and no length of employment is guaranteed.

14. ARE YOU A CITIZEN OF THE UNITED STATES OR DO YOU HAVE A U.S. COAST GUARD MERCHANT MARINERS DOCUMENT? [] YES [] NO

15. HAVE YOU APPLIED TO OUR COMPANY BEFORE? [] YES [] NO IF YES, WHEN? _____

16. HAVE YOU WORKED FOR OUR COMPANY BEFORE? [] YES [] NO IF YES, WHEN? _____

17. DO YOU HAVE ANY RELATIVES WORKING WITH OUR COMPANY NOW? [] YES [] NO

IF YES, WHO? _____

18. DO YOU HAVE ANY RELATIVES WHO ARE CURRENTLY EMPLOYED IN THE U.S. MERCHANT MARINE SERVICE? [] YES [] NO

IF YES, WHICH COMPANY(IES)? _____

19. DO YOU HAVE THE ABILITY, WITH OR WITHOUT REASONABLE ACCOMMODATIONS, TO WORK OVERTIME OR TO TRAVEL IF TRAVEL AND/OR OVERTIME ARE REQUIRED BY THE JOB FOR WHICH YOU ARE APPLYING? [] YES [] NO

IF NO, EXPLAIN _____

EDUCATION

1. DID YOU COMPLETE HIGH SCHOOL? [] YES [] NO IF YES, GRADE POINT AVERAGE _____
IF NO, HIGHEST GRADE COMPLETED _____ DID YOU RECEIVE A GED? [] YES [] NO

2. LIST ANY COLLEGES OR VOCATIONAL SCHOOLS YOU ATTENDED, AND CERTIFICATES, DIPLOMAS,
OR DEGREES RECEIVED _____
GRADE POINT AVERAGE _____

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EMPLOYMENT HISTORY

List previous employment, starting with the most recent. If you need more space, use a separate sheet of paper and attach it to this application.

1. DATES EMPLOYED: FROM ___/___/___ TO ___/___/___ SALARY: START \$ _____ END \$ _____
NAME OF EMPLOYER _____ SUPERVISOR _____
ADDRESS _____ CITY _____ STATE _____ ZIP _____
PHONE NUMBER (_____) _____
POSITION HELD _____ REASON FOR LEAVING _____
DUTIES _____

2. DATES EMPLOYED: FROM ___/___/___ TO ___/___/___ SALARY: START \$ _____ END \$ _____
NAME OF EMPLOYER _____ SUPERVISOR _____
ADDRESS _____ CITY _____ STATE _____ ZIP _____
PHONE NUMBER (_____) _____
POSITION HELD _____ REASON FOR LEAVING _____
DUTIES _____

3. DATES EMPLOYED: FROM ___/___/___ TO ___/___/___ SALARY: START \$ _____ END \$ _____
NAME OF EMPLOYER _____ SUPERVISOR _____
ADDRESS _____ CITY _____ STATE _____ ZIP _____
PHONE NUMBER (_____) _____
POSITION HELD _____ REASON FOR LEAVING _____
DUTIES _____

4. DATES EMPLOYED: FROM ___/___/___ TO ___/___/___ SALARY: START \$ _____ END \$ _____
NAME OF EMPLOYER _____ SUPERVISOR _____
ADDRESS _____ CITY _____ STATE _____ ZIP _____
PHONE NUMBER (_____) _____
POSITION HELD _____ REASON FOR LEAVING _____
DUTIES _____

MAY WE CONTACT ALL SUPERVISORS OF PREVIOUS JOBS? [] YES [] NO
IF NO, WHY? _____

U.S. MILITARY EXPERIENCE

List all military service. Use a separate sheet of paper if necessary and attach it to this application. If you have military service, please attach a photocopy of your **DD 214** to this application.

HAVE YOU EVER SERVED IN THE U.S. MILITARY? [] YES [] NO

BRANCH OF SERVICE _____ DATES _____

FINAL PAY GRADE _____ RATE OR MOS _____

MEDALS OR RIBBONS RECEIVED _____

DUTIES _____

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MARINE EXPERIENCE

1. HAVE YOU WORKED ON A SHIP BEFORE? [] YES [] NO IF YES, WHAT TYPE OF SHIP(S)?

2. WHAT JOBS DID YOU DO ON THE SHIP(S)? CHECK ALL THAT APPLY.

____ CAPTAIN ____ 1st MATE ____ 2nd MATE ____ 3rd MATE ____ AB MAINTENANCE MAN

____ AB WHEELSMAN ____ AB WATCHMAN ____ DECKHAND

____ CHIEF ENGINEER ____ 1st ASST. ENGINEER ____ 2nd ASST. ENGINEER ____ 3rd ASST. ENGINEER

____ QMED ____ WIPER/GATEMAN ____ CONVEYORMAN ____ SPECIAL MAINTENANCE MAN

____ CHIEF COOK (STEWARD) ____ 2nd COOK ____ PORTER

____ OTHER - EXPLAIN _____

3. DO YOU HAVE A U.S. COAST GUARD MERCHANT MARINERS DOCUMENT OR CERTIFICATE?

[] YES [] NO IF YES, TYPE OF DOCUMENT/RATING _____

DATE ISSUED _____ ISSUING AUTHORITY _____

Attach a photocopy of your U.S. Coast Guard Merchant Mariners Document (MMD) to this application.

We can proceed no further with your application until we receive this.

4. DO YOU HAVE A U.S. COAST GUARD LICENSE? [] YES [] NO

IF YES, TYPE OF LICENSE _____ DATE ISSUED _____

If you have a U.S. Coast Guard license, attach a photocopy to this application.

5. HOW MUCH SEA TIME DO YOU HAVE? ____ YEARS ____ MONTHS

REFERENCES

List three (3) people who are not related to you and are not former employers who can be contacted for a personal reference check.

- 1. NAME _____ ADDRESS _____
PHONE # (_____) _____ How long have you known him/her? ____ Years ____ Months
- 2. NAME _____ ADDRESS _____
PHONE # (_____) _____ How long have you known him/her? ____ Years ____ Months
- 3. NAME _____ ADDRESS _____
PHONE # (_____) _____ How long have you known him/her? ____ Years ____ Months

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OTHER

1. HAVE YOU EVER BEEN CONVICTED FOR ANY CRIME (except minor traffic violations) INCLUDING DWI/DUI? [] YES [] NO *Note: A conviction will not necessarily disqualify you from employment.*

IF YES, EXPLAIN _____

2. HAVE YOU EVER BEEN FIRED FROM A JOB FOR ANY REASON? [] YES [] NO

IF YES, EXPLAIN _____

3. HAVE YOU EVER QUIT A JOB AFTER BEING TOLD YOU WOULD BE FIRED? [] YES [] NO

IF YES, EXPLAIN _____

4. PERSON TO CONTACT IN CASE OF AN EMERGENCY: NAME _____
PHONE # (_____) _____ RELATIONSHIP TO YOU _____

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AFFIDAVIT

I CERTIFY THAT THE INFORMATION CONTAINED ON THIS APPLICATION IS TRUE AND CORRECT WITHOUT ANY OMISSIONS OF ANY KIND WHATSOEVER. I UNDERSTAND THAT ANY FALSE, MISLEADING, OR INCORRECT STATEMENTS MADE ON THIS APPLICATION OR DURING ANY INTERVIEWS MAY BE GROUNDS FOR THE REJECTION OF THE APPLICATION OR IMMEDIATE DISCHARGE IF EMPLOYED.

I AUTHORIZE INTERLAKE STEAMSHIP TO CONTACT ANY COMPANY OR INDIVIDUAL NECESSARY TO RESEARCH MY EMPLOYMENT HISTORY, CHARACTER, AND QUALIFICATIONS. I GIVE FULL CONSENT TO ANY PERSON, COMPANY, OR INCORPORATIONS TO RELEASE THE INFORMATION REQUESTED BY INTERLAKE STEAMSHIP. I RELINQUISH MY RIGHTS TO BRING ANY CAUSE OR ACTION AGAINST THE PERSON(S) SUPPLYING THE INFORMATION FOR DEFAMATION, INVASION OR PRIVACY, OR ANY OTHER REASON BECAUSE OF THEIR STATEMENTS.

IF I AM EMPLOYED BY THE INTERLAKE STEAMSHIP COMPANY, LAKES SHIPPING COMPANY, INC., OR INTERLAKE TRANSPORTATION, INC., I WILL ABIDE BY ALL RULES AND REGULATIONS OF THE COMPANY. I UNDERSTAND THAT THE TAKING OF A DRUG AND ALCOHOL TEST(S) IS A CONDITION OF CONTINUED EMPLOYMENT, AND REFUSAL TO SUBMIT TO TESTING WHEN REQUESTED IS GROUNDS FOR IMMEDIATE DISMISSAL. I UNDERSTAND THAT MY EMPLOYMENT WOULD BE "AT WILL" AND MAY BE TERMINATED BY MYSELF OR BY INTERLAKE STEAMSHIP, LAKES SHIPPING, OR INTERLAKE TRANSPORTATION AT ANY TIME FOR ANY REASON AT ALL, WITH OR WITHOUT PRIOR NOTICE. ONLY A WRITTEN AGREEMENT EXPRESSLY TO THE CONTRARY, SIGNED BY BOTH ME AND THE SENIOR VICE PRESIDENT OF THE COMPANY CAN VARY THE EMPLOYMENT AT WILL POLICY.

SIGNATURE _____ DATE _____