

# American Custom Yachts, Inc.

Attn: HR Manager, 6800 SW Jack James Drive, Stuart, FL 34997

Fax #: 772-288-4993

E-Mail: [employment@acyinc.com](mailto:employment@acyinc.com)

## Employment Application

## Equal Opportunity Employer

**In order to be hired, you must be willing to submit to a physical and urinalysis screening.**

**Application is valid for thirty (30) days from Date Received**

Today's Date: \_\_\_\_\_

Date Received: \_\_\_\_\_

Office use only!

### Personal Information:

\*Please complete all information. Use ink and print clearly, so we can get to know you!

**Last Name:**

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**First Name:**

**Middle Name:**

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**Mailing Address:**

(if different from physical)

\_\_\_\_\_  
 City, State, and Zip: \_\_\_\_\_

**Physical Address:**

\_\_\_\_\_  
 City, State, and Zip: \_\_\_\_\_

**Email Address:**

\_\_\_\_\_

**Home Phone:** (    ) \_ \_ \_ - \_ \_ \_

**Cell Phone:** (    ) \_ \_ \_ - \_ \_ \_

**In case of emergency, notify:**

**Phone:** (    ) \_ \_ \_ - \_ \_ \_

**Driver's License Number** \_\_\_\_\_ **State Issued** \_\_\_\_\_

### Position Applied For:

Specific Job Title: \_\_\_\_\_

Date you are available for work: \_\_\_\_\_ Expected Pay: \_\_\_\_\_

Have you worked here before? Yes  No  If yes, when? \_\_\_\_\_

What was your position/supervisors name? \_\_\_\_\_

### Education & Skills

High School: Name \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_

Check the highest grade completed: 9  10  11  12  GED  Are you still attending? Yes  No

College/Technical or Trade school/or other education/training (List all whether or not degree was obtained)

Name	City, State	Date(s)
Major		Degree Completed

Describe any abilities, experiences, or aptitudes that you believe would be helpful in this position: \_\_\_\_\_  
 \_\_\_\_\_

## Work Experience/Employment History

Please account for the last 5 years, starting with the most recent. Complete even if you are attaching a resume.  
 May we contact your current employer? YES  NO

<b>COMPANY NAME</b>	<b>EMPLOYMENT DATES</b>	FROM	TO
Address:			
Phone#	Ending Salary		
Title	Supervisor's Name		
What kind of work did you do?		Why did you leave?	

<b>COMPANY NAME</b>	<b>EMPLOYMENT DATES</b>	FROM	TO
Address:			
Phone#	Ending Salary		
Title	Supervisor's Name		
What kind of work did you do?		Why did you leave?	

<b>COMPANY NAME</b>	<b>EMPLOYMENT DATES</b>	FROM	TO
Address:			
Phone#	Ending Salary		
Title	Supervisor's Name		
What kind of work did you do?		Why did you leave?	

## Personal References

List 2 references other than family members

Name	City, State	Phone

## Criminal Background Information

Have you ever been convicted of a crime other than a minor traffic offense? Yes  No   
*(Answering yes will not disqualify you from further consideration, but a false answer will.)*

Date	Nature of Conviction	City, State	Outcome

## You were referred to us by?

- Newspaper ad \_\_\_\_\_
  Friend \_\_\_\_\_
  Relative \_\_\_\_\_  
 Internet website \_\_\_\_\_
  ACY employee \_\_\_\_\_
  Other \_\_\_\_\_

## Application Certification

Note! You must read and sign below for this application to be considered!

- In consideration of my employment, I agree to comply with the policies, rules, regulations, and procedures of the company.
- In processing my application for employment, the company may investigate all information contained in this application for employment as well as other information, which may be discovered in the course of its investigation. I authorize each person or organization named in this application or discovered in the course of investigation to provide information about my employment record, including the statement of the reason for the termination of my employment, work performance, abilities, and other qualities pertinent to my qualifications for employment. Furthermore, I hereby release this organization and other persons and organizations named in this application or discovered in the course of investigation from all liability and for damage whatsoever incurred in providing, receiving or investigation this application.
- I agree that any and all disputes arising out of or in the course of my employment will be filed and litigated exclusively in the federal district court, in which American Custom Yachts, Inc. resides and maintains its principal office.
- Any offer of employment I receive from American Custom Yachts, Inc. is contingent upon my successful completion of the company's total pre-employment screening process, including the company's receiving references that it considers satisfactory, and my satisfactory completion of any post offer pre-employment medical examination that the company may require. I also agree, if employed, to submit to a medical examination at any time at the company's request. I hereby consent to having the results of any post-offer pre-employment medical exams I may be required to take disclosed to American Custom Yachts, Inc.
- I agree that my employment with American Custom Yachts, Inc. is strictly "at will" and may be terminated without cause or notice, at any time, at the option of either the company or myself. I further understand that no manager or representative of the company, other than the president, General Counsel, or other officer of the company, has the authority to enter into any agreement with me for the employment.
- The answers to the above questions are true and correct to the best of my knowledge. Any false or misleading statements or any information which is intentionally excluded by me herein is grounds for immediate dismissal in which case any offer of employment will be considered null and void in its entirety.
- I consent and agree that any and all disputes, claims, causes of action or lawsuits against my employer and or the owner of any property to which I am assigned (including any personal injuries arising out of my employment) shall be filed exclusively in the United States District Court for the Southern District of Florida, West Palm Beach Division, and I understand and agree that the United States District Court for the Southern District of Florida, West Palm Beach Division shall be the exclusive forum for any and all such claims which may be asserted by me or on my behalf. In consideration for this agreement, my employer and the owners of any property to which I am assigned consent to the exclusive jurisdiction of the United States District court for the Southern District of Florida, West Palm Beach Division, for any and all disputes, claims, causes, of action or lawsuits brought by me or on my behalf arising out of related to my employment (including any personal injury claims).

Signature of Applicant: \_\_\_\_\_ Date Signed: \_\_\_\_\_

## **Drug and Alcohol Free Work Environment Policy**

To ensure a safe and productive work environment on our vessels and at all facilities of the company, to safeguard property of the company and its personnel, and to adhere to the regulations of the United States Coast Guard and all other applicable laws, American Custom Yachts, Inc. strictly prohibits the presence, use, sale, transfer, manufacturing, transportation or possession of alcohol, drugs, drug paraphernalia, controlled substances, drugs of chemical concern as declared by DEA, such as all herbal incense (K2, JWH-018, Mojo/Spice, etc.) or any mind altering substance on any company vessels in/on any premises of the company, at any worksites, and while any employee is within the course and scope of his/her employment. Company vehicles, as well as private vehicles parked on the company's premises or worksites (including parking lots) are locations included within this prohibition. Additionally, the company strictly prohibits any employee from having any amount of alcohol, drugs, or controlled substances, drugs of chemical concern as declared by DEA, such as all herbal incense (K2, JWH-018, Mojo/Spice, etc.) or any mind-altering substance present in his or her body while within the course and scope of his/her employment. Any employee found in violation of this policy is subject to disciplinary action, including immediate discharge. Furthermore, depending on the circumstances, other action, including notification of appropriate law enforcement agencies, may be taken against any employee who violates this policy.

Any non-employees aboard the Company's vessels or located on the Company's premises—visitors, contractors, etc.—are expected to comply with this policy for a drug and alcohol free work environment, and if suspected to be in violation of it, may be removed from the Company's premises and denied future access:

The Company will require all applicants for employment to submit to a urinalysis, hair analysis, breath, saliva, and/or blood test for drugs and/or alcohol as a pre-condition for employment. Said drug and/or alcohol testing may also be done when required by Client, and results may be disclosed to Client.

The company may also require any employee to submit to a urinalysis, hair analysis, breath, saliva, and/or blood test for drugs and/or alcohol in the following circumstances:

- Following an accident, incident or illness occurring within the course and scope of employment;
- Whenever there is reasonable suspicion to believe that an employee is using drugs or alcohol in violation of the company's policy;
- In the event of a company vessel accident or marine casualty as described in 46CFR4.03-1, the entire crew will be given a urinalysis, saliva analysis and/or, hair analysis, breath analysis, blood test for drugs and/or alcohol;
- As part of periodic examinations; and,
- On a random selection basis and any other time deemed appropriate by the management of the company, without prior announcement.

Failure to submit to the tests noted above will result in disciplinary action, up to and including termination. Please note that all positive tests will be forwarded to the appropriate regulatory agency, such as the United States Coast Guard, etc., which could result revocation of any documents held.

### ***Application Certification***

I hereby acknowledge that I have read the foregoing policy and fully understand it. I further agree to abide by the policy and acknowledge that compliance with the policy is a condition of employment with the company. I further acknowledge that I have been advised that I may make a written request for a complete and accurate disclosure of the nature and scope of the tests conducted.

I also understand and have been advised that I should not rely on any attempted oral modifications of the policy, and that the only modifications or amendments, which are binding on the company, are those that are in writing and signed by all parties.

Signature of Applicant: \_\_\_\_\_ Date Signed: \_\_\_\_\_

Printed Name of Applicant: \_\_\_\_\_

## Application Data Form – Preoffer

The federal government under Executive Order 11246 requires the company to report sex and race/ ethnic origin of applicants for employment. Submission of information is voluntary, and failure to provide it will not subject you to any adverse treatment. Your cooperation is appreciated.

Name: \_\_\_\_\_ Date: \_\_\_\_\_  
*Last First Middle (Date of Application)*

## Position Applied For: (Must MATCH the “Position Applied For” on page 1 of this Application)

Specific Job Title: \_\_\_\_\_

### Ethnicity and Race

#### Indicate Your Gender:

- Male
- Female
- Decline to discuss ethnicity or race

#### Indicate Your Ethnic Group:

- Hispanic or Latino
- Not Hispanic or Latino

#### Indicate Your Race:

- White (No Hispanic or Latino)
- Black or African American (Not Hispanic or Latino)
- Asian (Not Hispanic or Latino)
- Native Hawaiian or Other Pacific Islander (Not Hispanic or Latino)
- American Indian or Alaskan Native (Not Hispanic or Latino)
- Two or More Races (Not Hispanic or Latino)

### Ethnicity and Race Categories

Hispanic or Latino	A person of Cuban, Mexican, Puerto Rico, South or Central American, or other Spanish culture or origin regardless of race.
White (No Hispanic or Latino)	A person having origins in any of the original peoples of Europe, the Middle East, or North America.
Black or African American (Not Hispanic or Latino)	A person having origins in any of the black racial groups of Africa.
Asian (Not Hispanic or Latino)	A person with origins in any of the original people of the Far East, Southeast Asia or the Indian sub continental including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam.
Native Hawaiian or Other Pacific Islander (Not Hispanic or Latino)	A person having origins in any of the peoples of Hawaii, Guam, Samoa, or other Pacific Islands.
American Indian or Alaskan Native (Not Hispanic or Latino)	A person having origins in any of the original peoples of North and South America (including Central America), and who maintain tribal affiliation or community attachment.
Two or More Races (Not Hispanic or Latino)	All persons who identify with more than one of the above races.

### U.S. Military Service

Are you currently serving in the U.S. Armed Forces? Yes  No

Have you ever served in the U.S. Armed Forces? Yes  No

If so, do you qualify for veteran status? Yes  No