



Thank you for taking the time to complete our Employment Application which will be held in confidence. Please fax or email the application to
Kevin Quin, tripcentral.ca
 Fax: (905) 528-9283 or Email: kevinquin@tripcentral.ca

TRAVEL AGENT EMPLOYMENT APPLICATION

PERSONAL INFORMATION (print or type information)			Date
Last Name	First Name	Street Address	City, Province, Postal Code

Only list telephone numbers where you wish to be contacted:

Home Telephone () -	Cell Telephone () -	Work Telephone () -	Email
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POST SECONDARY EDUCATION

College Name & Location	From / To (month & year) /	Graduated <input type="checkbox"/> Yes <input type="checkbox"/> No	Program
Travel Training – School Name & Location	From / To (month & year) /	Graduated <input type="checkbox"/> Yes <input type="checkbox"/> No	Program

List Any Other Accreditations (including TICO), Completed Specialist Programs, Designations Attained, Job Related Training, Certification (applicable to travel)

GDS - # of years Sabre - Galileo -	Knowledge of Word <input type="checkbox"/> Yes <input type="checkbox"/> No	Knowledge of Excel <input type="checkbox"/> Yes <input type="checkbox"/> No	Knowledge of Internet Explorer <input type="checkbox"/> Yes <input type="checkbox"/> No	Travel Insurance Training <input type="checkbox"/> Yes <input type="checkbox"/> No
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POSITION APPLYING FOR

Position Desired Travel Agent	Desired Location (City)	Preference to be Home-Based <input type="checkbox"/> Yes <input type="checkbox"/> No	Starting Pay Expectations \$ per year
Available to Work <input type="checkbox"/> Full-time <input type="checkbox"/> Part-time <input type="checkbox"/> Temporary <input type="checkbox"/> Seasonal <input type="checkbox"/> Peak Season (Oct-Mar) <input type="checkbox"/> Winter Season (Dec-Mar)			
Days / Hours Available	Date Available to Start	How Were You Referred? <input type="checkbox"/> Advertising / Trade Magazine <input type="checkbox"/> Website <input type="checkbox"/> Employee Referral (provide name):	
Do You Have An Existing Client Base? <input type="checkbox"/> Yes <input type="checkbox"/> No		Last 12 Months Net Revenue (commission less discounts) \$	

WORK HISTORY (list the three most relevant positions)

From / To (month & year) /	Name of Employer	City, Province	Position Held
From / To (month & year) /	Name of Employer	City, Province	Position Held
From / To (month & year) /	Name of Employer	City, Province	Position Held



TRAVEL HISTORY (check all applicable destinations)

Cuba <input type="checkbox"/> CCC <input type="checkbox"/> CYO <input type="checkbox"/> VRA <input type="checkbox"/> HOG <input type="checkbox"/> SCU <input type="checkbox"/> CFG <input type="checkbox"/> MZO <input type="checkbox"/> HAV <input type="checkbox"/> SNU
Dominican Republic <input type="checkbox"/> POP <input type="checkbox"/> PUJ <input type="checkbox"/> LRM <input type="checkbox"/> SDQ <input type="checkbox"/> AZS
Mexico <input type="checkbox"/> CUN <input type="checkbox"/> Mayan <input type="checkbox"/> PVR <input type="checkbox"/> ACA <input type="checkbox"/> ZIH <input type="checkbox"/> SJD <input type="checkbox"/> HUX <input type="checkbox"/> MZT
Caribbean <input type="checkbox"/> MBJ <input type="checkbox"/> AUA <input type="checkbox"/> ANU <input type="checkbox"/> BGI <input type="checkbox"/> GND <input type="checkbox"/> UVF <input type="checkbox"/> CUR <input type="checkbox"/> SXM <input type="checkbox"/> FDF <input type="checkbox"/> STT <input type="checkbox"/> SJU <input type="checkbox"/> GCM <input type="checkbox"/> PLS <input type="checkbox"/> NAS <input type="checkbox"/> FPO <input type="checkbox"/> ADZ <input type="checkbox"/> PMV <input type="checkbox"/> BZE <input type="checkbox"/> LIR <input type="checkbox"/> SJO <input type="checkbox"/> SAL <input type="checkbox"/> PTY <input type="checkbox"/> RTB
Florida <input type="checkbox"/> MIA <input type="checkbox"/> MCO <input type="checkbox"/> PIE <input type="checkbox"/> RSW <input type="checkbox"/> FLL <input type="checkbox"/> PBI
USA <input type="checkbox"/> NYC <input type="checkbox"/> LAS <input type="checkbox"/> MSY <input type="checkbox"/> LAX <input type="checkbox"/> SFO <input type="checkbox"/> HNL <input type="checkbox"/> OGG <input type="checkbox"/> KOA <input type="checkbox"/> LIH
Europe <input type="checkbox"/> LON <input type="checkbox"/> PAR <input type="checkbox"/> AMS <input type="checkbox"/> FRA <input type="checkbox"/> ATH
Other (please specify codes)

HOTEL CHAINS / ITC CONCEPTS (stayed not just inspected)

<input type="checkbox"/> Sandals	<input type="checkbox"/> Disney	<input type="checkbox"/> Superclubs	<input type="checkbox"/> Club Med	<input type="checkbox"/> Barcelo
<input type="checkbox"/> Iberostar	<input type="checkbox"/> Sol	<input type="checkbox"/> Melia	<input type="checkbox"/> Paradisus	<input type="checkbox"/> RIU
<input type="checkbox"/> Other (please specify):				

CRUISE (enter the most recent year)

<input type="checkbox"/> Carnival – year:	<input type="checkbox"/> Royal Caribbean – year:	<input type="checkbox"/> Celebrity – year:
<input type="checkbox"/> Holland America – year:	<input type="checkbox"/> Princess – year:	<input type="checkbox"/> Windstar – year:
<input type="checkbox"/> Costa – year:	<input type="checkbox"/> Cunard – year:	<input type="checkbox"/> Disney – year:
<input type="checkbox"/> Norwegian – year:	<input type="checkbox"/> Other (please specify):	
<input type="checkbox"/> Alaska – year:	<input type="checkbox"/> East Caribbean – year:	<input type="checkbox"/> West Caribbean – year:
<input type="checkbox"/> South Caribbean – year:	<input type="checkbox"/> Panama – year:	<input type="checkbox"/> South America – year:
<input type="checkbox"/> Hawaii – year:	<input type="checkbox"/> Mediterranean – year:	<input type="checkbox"/> Baltic – year:
<input type="checkbox"/> Other (please specify):		

COACH TOURS

<input type="checkbox"/> Globus	<input type="checkbox"/> Cosmos	<input type="checkbox"/> Trafalgar	<input type="checkbox"/> Contiki	<input type="checkbox"/> Insight	<input type="checkbox"/> Collette	<input type="checkbox"/> Other (please specify):
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I certify that the information I have provided in this application is accurate and true to the best of my knowledge:

Signature	Printed Name	Date
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