

AbqTours Tour Guide Application

To **APPLY**: Please answer the following questions and submit this application along with your resume to AbqTours@gmail.com

- Name: _____
- Address: _____
- Cell: ____ - _____ Email: _____

Tour Guide Position(s) Interested In (check all that apply):

- Daytime History Tour Guide: _____ Afternoon/Evening Ghost Tour Guide: _____ BOTH: _____
- Tour Assistant: _____

Availability

We run History Tours at 10 am, 12 pm, and 2 pm every day and we run Ghost Tours at 4 pm, 6 pm, and 8 pm (sometimes at 10 pm) The shift starts 30 minutes before tour time.

1. List your basic weekly availability (days and times) and any specific days/times you are **NOT** available to work:

Experience

2. Have you had any previous tour guide or public speaking experience? (Yes/No)
 - If yes, please provide details including when, where, and the size of the groups you led.

Education

3. What is your educational background?

Memorable Tour Experience

4. Describe the most memorable tour you've been on. What was the best and worst thing about it?

Special Request Dates

5. Are there any events or special request dates (holidays, anniversaries, vacations, weddings, graduations, etc.) you would prefer not to work?

Training

6. Are you available to work at least 2 to 3 days per week? (Yes/No)

Self-Learning

7. Do you understand that you will need to learn and memorize tour materials on your own time (reading, watching videos, exploring Old Town, practicing, etc.)? (Yes/No)

Commitment

8. Are you committed to working with AbqTours for at least a 2-year period? (Yes/No)

Start Date

9. If hired, are you able to start work immediately? (Yes/No)
o If no, when are you available to start? _____

Technology

10. Do you have access to and are comfortable using smartphones, email, Facebook, and Instagram? (Yes/No)

Please Note: You can submit your answers to these questions in an email if necessary.

Reference (Professional)

- Name: _____
- Title: _____
- Phone Number: _____
- Email Address: _____

Reference (Professional)

- Name: _____
- Title: _____
- Phone Number: _____
- Email Address: _____

Reference (Personal)

- Name: _____
- Relation: _____
- Phone Number: _____
- Email Address: _____

**Thank you for your interest in working with AbqTours - History & Ghost Tours of Old Town!
Website: www.AbqTours.Fun**

#AbqTours - www.AbqTours.Fun
History & Ghost Tours of Old Town Albuquerque
303 Romero St. NW, Plaza Don Luis- N120, Albuquerque, NM 87104
AbqTours@gmail.com

Now hiring Fun, Energetic, Hard Working, & Outgoing Tour Guides!

This is a permanent, long-term, part-time, day, night & weekend position. Perfect for the Self-Employed, Active Retirees, or other energetic applicants with an open and flexible schedule AND an interest in History, Old Town, and the Paranormal!

Apply via email to: AbqTours@gmail.com NO PHONE CALLS.PLEASE.

Submit this Application & your RESUME.

- An exciting and fun job that takes a few hours each day
- Enjoy both Historic Old Town and the outdoors while at work
- Gain gratification from sharing stories & historical information with happy and fun Guests
- Meet people from around the world
- Learn Old Town's interesting gems, treasures, and secrets
- Meet Old Town's Merchants, Artists, and Residents
- Benefit from the easy exercise of just walking
- Enjoy many Old Town Merchant discounts
- Competitive Pay, + Commissions, + Gratuities
- Fun and interesting Co-Workers
- Permanent Part-Time Work
- Gain valuable Tour Guide experience that can be used to find future Guide jobs almost anywhere in the world

Tour Guide Job Description: To lead entertaining and informative Guided Walking Tours, in all types of weather, and provide memorable Tour experiences that share accurate stories and details to help Guests discover the past history and current vitality of Old Town, Albuquerque.

Tour Guide Requirements:

- Be at least 18 years of age
- Be outgoing, sociable and enthusiastic with a strong, clear, and loud speaking voice with a flair for storytelling
- Must have the ability to walk two miles, outdoors, in all types of weather while carrying Tour presentation materials
- Must have the ability to retain and effectively share with others the dates, names, and events of Tour locations
- Drama or Theater students are encouraged to apply! Active Retirees are encouraged to apply!
- Prior Old Town history knowledge and/or prior Paranormal Investigation experience is a plus though not required
- Must have a Smart Phone & be comfortable using Email, Facebook, Instagram, and Text Messages
- Will purchase own Tour Equipment (Voice Amplifier, Headset Microphone, DVD Player = \$100) within 150 days

Work Hours/ Scheduling:

- Tour Guides **MUST** have a flexible schedule and be able to work weekends and Holidays
- Tour Guides **MUST** be able to arrive in Old Town and be ready to work within 1 hour of notice on days scheduled
- History Tour Guides **MUST** be available for morning & afternoon, Weekends and Holidays.
- Ghost Tour Guides **MUST** be available **EVERY** Friday & Saturday night for Tours lasting up to Midnight. Starting at
- All Tour Guides **MUST** have the availability to work a minimum of two days each week (from 3 hours to 8 hours)
- All Tour Guides/ Assistants must be able to **work EACH DAY OF BALLOON FIESTA**
- Tour Guides **MUST** commit to staying in the position for a minimum of two years

#AbqTours is now Accepting Applications for History Tour Guides & Ghost Tour Guides & Tour Guide Assistants!

History Guide – Tours run at 10:00 am, 12:00 pm, and 2:00 pm

Ghost Guide – Tours run at 4:00 pm, 6:00 pm, 8:00 pm, and some at 10:00 pm.

Assistant – Tours run at 8:00 pm and some at 10:00 pm.

All Guides and Assistants' shifts start 30 minutes before the start of the tour.

Generous Independent Contractor Gig Worker Wages

Paid Training (Some training requires own time)

Gratuities & Commissions