PO Box 229
Delta Junction, AK 99737
907-895-4656

APPLICATION FOR EMPLOYMENT

Applicants are considered without regard to race, color, religion, creed, gender, national origin, age, disability, marital status, veteran status, or any other legally protected status.

(PLEASE PRINT)

Position Applying For: _____

How did you learn about the position?

___ Advertisement ___ Friend ___ Inquiry ___ Facebook

___ Employment Agency ___ Relative ___ Other _____

Last Name First Name Middle Name

Mailing Address City State Zip Code

Telephone Number: Home Number Cell Number

Email Address Birthdate MM/DD/YYYY

Best time to contact you (circle): Morning Afternoon Evening

If you are under the age of 18 years, are you able to provide proof of work eligibility? ___ Yes ___ No

Have you ever filed an application with us before? ___ Yes ___ No

Have you ever been employed with us before? ___ Yes ___ No
If yes, please state what dates: _____

Do any of your friends or relatives work here? ___ Yes ___ No

If yes, please state name, relationship, and title: _____

Are you currently employed? ___ Yes ___ No

May we contact your employer? ___ Yes ___ No

Are you a U.S. citizen? ___ Yes ___ No
If "no", are you allowed to work in this country? ___ Yes ___ No (Proof of citizenship or immigration status will be required upon employment)

Date you are available to work _____/_____/_____

What is your desired salary range? $_____ per hour/year

Employment Desired: ___ Full-time ___ Part-time ___ Temporary

Are you currently on a "lay-off" status and subject to recall? ___ Yes ___ No

Can you travel if the job requires it? ___ Yes ___ No

Are you fluent in any language(s), other than English? ___ Yes ___ No
If yes, what languages? _____

Please list professional, trade, business, or civic activities and offices held:

_____

_____

_____

_____

_____

_____

EMPLOYMENT HISTORY

Employer: _____

Position/Title: _____

Dates Employed: _____ to _____

Wage: _____

Supervisor Name and Phone Number: _____

Job Duties: _____

_____

_____

_____

_____

Employer: _____

Position/Title: _____

Dates Employed: _____ to _____

Wage: _____

Supervisor Name and Phone Number: _____

Job Duties: _____

_____

_____

_____

_____

Employer: _____

Position/Title: _____

Dates Employed: _____ to _____

Wage: _____

Supervisor Name and Phone Number: _____

Job Duties: _____

_____

_____

_____

_____

EDUCATION:

High School: _____ City/State: _____

Years: _____ to _____

Did you Graduate? ___ Yes ___No Date of graduation: _____
If "no," did you get your GED? ___ Yes ___ No Date of GED: _____

College: _____ City/State: _____

Years: _____ to _____

Did you Graduate? ___ Yes ___ No Date of Graduation: _____ Diploma: _____

Graduate School: _____ City/State: _____

Did you Graduate? ___ Yes ___ No Date of Graduation: _____ Diploma: _____

SPECIALIZED SKILLS (computer and technology knowledge):

_____

_____

_____

_____

OTHER QUALIFICATIONS (summarize specific job-related training, skills, experience, and extra-curricular activities):

_____

_____

_____

_____

State any other additional information you feel may be helpful to us in considering your application.

_____

_____

_____

_____

PERSONAL/PROFESSIONAL REFERENCES

Do NOT include family members

Name: _____

Phone Number: _____

Occupation: _____

Relationship to you: _____

Best time to call: _____

Name: _____

Phone Number: _____

Occupation: _____

Relationship to you: _____

Best time to call: _____

Name: _____

Phone Number: _____

Occupation: _____

Relationship to you: _____

Best time to call: _____

I certify that the facts set forth in this Application for Employment are true and complete to the best of my knowledge. I understand that if I am employed, false statements, omissions or misrepresentations may result in my dismissal. I authorize the Employer to make an investigation of any of the facts set forth in this application and release the Employer from any liability. The employer may contact any listed references on this application. I acknowledge and understand that the company is an “at will” employer. Therefore, any employee (regular, temporary, or other type of category) may resign at any time, just as the employer may terminate the employment relationship with any employee at any time, with or without cause, with or without notice to the other party.

Signature of Applicant Date