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# *Bristol Bay Borough*

## Employment Application

Please print or type. Be sure to answer all questions completely. If hired, this application will become part of your permanent record.

Position applying for \_\_\_\_\_ Date \_\_\_\_\_

Name \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_ Email \_\_\_\_\_

Current Driver's License Number \_\_\_\_\_ Issuing State \_\_\_\_\_

This is requested of individuals applying for a job in which driving is an essential function.

Are you legally eligible to work in the United States?  Yes  No

If selected for hire, the employee will need to complete an I-9 verifying eligibility.

Are you at least 18 years or older?  Yes  No

If no, you may be required to provide authorization to work.

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

If yes, please provide the date \_\_\_\_\_

Have you ever been employed with us before?  Yes  No

If yes, please provide the date \_\_\_\_\_

Does any member of your family or household currently work for or hold office with Bristol Bay Borough?  Yes  No

If yes, please explain \_\_\_\_\_

Are you currently employed?  Yes  No

May we contact your current and/or past employer?  Yes  No

On what date would you be available for work? \_\_\_\_\_

Are you available to work  Full time  Part time  Shift work  Temporary

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

Can you travel if work requires it?  Yes  No

Have you been convicted of a felony?  Yes  No

If yes, please explain \_\_\_\_\_

Are you able to perform the essential functions of the job for which you are applying with or without a reasonable accommodation?  Yes  No

<b>Education</b>	<b>Name and Location of School</b>	<b>No. of yrs. Attended</b>	<b>Degree Received</b>	<b>Subjects studied/Major</b>
High School				
College or University				
Trade, Business, or Correspondence School				

Do you have any special skills, experience, and/or training that would enhance your ability to perform the position applied for? Please include current certifications pertaining to the position.

Employment History – Include your last seven years of employment history, including periods of unemployment, starting with the most recent and working backwards in time.

From	To	Summarize the nature of work performed and job responsibilities
Employer Name		
Telephone		
Address		
Immediate supervisor and Title		
Hourly Rate/Salary		Reason for leaving
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References

Name and Occupation	Address	Phone Number

Please read carefully before signing.

I certify that all employment application information provided is true and complete, and hereby authorize the Bristol Bay Borough and/or its representatives to investigate the accuracy of my statements. It is understood that false or significantly misleading information will disqualify me from employment, or will result in immediate dismissal if I am employed. I hereby authorize and release from any resultant liability, all individuals and organizations to supply information in complete confidence concerning my background, prior work performance, reputation and character.

Signature \_\_\_\_\_ Date \_\_\_\_\_