



EMPLOYMENT APPLICATION

Notice: *Alaska Industrial Development and Export Authority (AIDEA) is an Equal Opportunity Employer and does not discriminate on the basis of gender, age, race and color, religion, marital status, national origin, disability or veteran status. Please notify our receptionist if you need any accommodation or assistance with any part of our application process. This application must be completed for any employment consideration.*

AIDEA Staff provides management and support for AEA programs.

Specific Position Applied for: _____

Date: _____

APPLICANTS: PLEASE REMEMBER TO PRINT CLEARLY OR TYPE, AND TO READ AND SIGN ON THE LAST PAGE.

Full Name _____

Home Phone _____

Cellular Phone _____

Daytime / Message Phone _____

Address _____

City _____

State _____

Zip Code _____

Email Address _____

Why are you interested in this particular position? _____

What skills and training qualify you for this position? _____

Describe what portions of your work experience qualify you for this position? _____

12/5/2008

PLEASE ATTACH EMPLOYMENT HISTORY OR RESUME.

EDUCATION

High School Diploma or GED Yes____ No____ College 1 2 3 4 Graduate 1 2 3 4

	Name of School	Location	Diploma or Degree	Major
High School	_____	_____	_____	_____
College or University	_____	_____	_____	_____
Graduate School	_____	_____	_____	_____
Vocational or Other Training	_____	_____	_____	_____

Transcripts may be required if you are selected for an interview.

ADDITIONAL INFORMATION

Professional References:

Name_____ Phone_____

Title_____

Address_____ City_____ State_____ Zip_____

Name_____ Phone_____

Title_____

Address_____ City_____ State_____ Zip_____

Name_____ Phone_____

Title_____

Address_____ City_____ State_____ Zip_____

Professional and Trade Licenses_____

Have you ever been convicted of a felony? ____Yes ____No

Have you been convicted of a misdemeanor within the past five years? ____Yes ____No

Note: Applicants with criminal convictions are not automatically excluded from consideration for employment. Whether a conviction will disqualify an applicant will depend on the circumstances of the conviction and the requirements of the position that the applicant seeks. You may be required to submit a copy of the judgment if selected for an interview.

PLEASE ACKNOWLEDGE THE FOLLOWING:

I understand that this employment application or the granting of an interview does not represent a contract of employment or a promise of future employment. I further understand that the position for which I am applying is exempt from the provisions of the State Personnel Act and is not subject to any collective bargaining agreement with any union. (____initial here)

I certify that I have answered truthfully and have not knowingly withheld any information relative to my application. I understand that a misrepresentation or material omission on this application will result in my being eliminated from further consideration. I further understand that, if accepted for employment, any misrepresentation or material omission that becomes known to AIDEA may result in termination of my employment. (____ initial here)

I understand that AIDEA may contact previous employers and supervisors, including all persons with and for whom I have worked, to give AIDEA's representatives any and all information regarding me and my previous employment and consent to such contacts. (____ initial here)

I have read and understand the job description and salary range for this specific job application and understand that this position may require overtime work and travel. (____initial here)

Signed

Date