



## Employment Application

PRE-EMPLOYMENT QUESTIONNAIRE---AN EQUAL OPPORTUNITY EMPLOYER

Personal Data														
Name:				Social Security #										
Present Address:				City			State		Zip					
Phone:				Message Phone:										
Driver's License:		Operator:		Commercial:		License Number:								
Employment Desired														
Position:					Date You Can Start:				Desired Salary:					
Are You Employed? ___ Yes ___ No					May We Inquire of Your Present Employer? ___ Yes ___ No									
Education														
CHECK HIGHEST SCHOOL YEAR COMPLETED											AA	BA	MA	Ph.D
8	9	10	11	12	13	14	15	16	17	18	19			
Name of High School:				Name of school Beyond High School:										
Major:				Vocational Training:				Date Completed:						
General														
<p><b>Job Related Training</b> (provided type and year):</p>   <p><b>Job Related Skills</b> (office machines, tools, machinery, equipment, etc):</p>   														
U.S. Military or Naval Service:					Rank:				Present Membership in National Guard or Reserves:					

**WORK EXPERIENCE**

<b>Company Name</b>		<b>Address</b>	
<b>Job Description (duties, skills, equipment used)</b>			
<b>Dates of employment:</b>	<b>From:</b> _____	<b>Supervisor Name:</b> _____	
	<b>To:</b> _____	<b>Phone Number:</b> _____	
<b>Reason for leaving:</b>			<b>Salary:</b>
<b>Company Name</b>		<b>Address</b>	
<b>Job Description (duties, skills, equipment used)</b>			
<b>Dates of employment:</b>	<b>From:</b> _____	<b>Supervisor Name:</b> _____	
	<b>To:</b> _____	<b>Phone Number:</b> _____	
<b>Reason for leaving:</b>			<b>Salary:</b>
<b>Company Name</b>		<b>Address</b>	
<b>Job Description (duties, skills, equipment used)</b>			
<b>Dates of employment:</b>	<b>From:</b> _____	<b>Supervisor Name:</b> _____	
	<b>To:</b> _____	<b>Phone Number:</b> _____	
<b>Reason for leaving:</b>			<b>Salary:</b>

Company Name		Address	
Job Description (duties, skills, equipment used)			
Dates of employment:	From: _____	Supervisor Name: _____	
	To: _____	Phone Number: _____	
Reason for leaving:			Salary:

References (names of persons not related to you):		
Name	Address	Phone #

**PLEASE NOTE** In accordance to FAA, TSA, and Helena Regional Airport requirements, we will conduct a complete background check including Criminal Record. A conviction record will not necessarily be a bar to employment. Factors such as time of the offense, seriousness and nature of the violation, and rehabilitation will be taken into account.

Tests for alcohol and illegal drug use are required prior to and during employment for safety sensitive employees, i.e. pilots, mechanics.

Date:		Signature:	
<p>Notice to applicants: Information that you provide on this application is subject to verification. Previous employers may be contacted as references.</p>			