



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>Job Related Training (provided type and year):</p> <p>Job Related Skills (office machines, tools, machinery, equipment, etc):</p>															

U.S. Military or Naval Service:		Rank:	Present Membership in National Guard or Reserves:	
WORK EXPERIENCE				
Company Name			Address	
Job Description (duties, skills, equipment used)				
Dates of employment:		From: _____	Supervisor Name: _____	
		To: _____	Phone Number: _____	
Reason for leaving:				Salary:
Company Name			Address	
Job Description (duties, skills, equipment used)				
Dates of employment:		From: _____	Supervisor Name: _____	
		To: _____	Phone Number: _____	
Reason for leaving:				Salary:
Company Name			Address	
Job Description (duties, skills, equipment used)				
Dates of employment:		From: _____	Supervisor Name: _____	
		To: _____	Phone Number: _____	
Reason for leaving:				Salary:

Company Name		Address
Job Description (duties, skills, equipment used)		
Dates of employment:	From: _____ To: _____	Supervisor Name: _____ 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:	
Notice to applicants: Information that you provide on this application is subject to verification. Previous employers may be contacted as references.			