

**APPLICATION FOR EMPLOYMENT**

**NOTICE: FAA DRUG TESTING: To the extent required by FAA regulations, Era Alaska tests covered employees for alcohol and the following 5 controlled substances: PCP, Cocaine, Amphetamines, Marijuana and Opiates. All applicants are tested prior to employment. Applicants may be subject to a background check and criminal records check.**

Date: \_\_\_\_\_  
Applicant's signature \_\_\_\_\_

**Era Alaska is an equal opportunity employer, which does not discriminate in employment based on race, age, color, sex, religion, national origin, or other protected classification including disability or handicap.**

**PLEASE PRINT AND USE INK**

Name \_\_\_\_\_  
Last
First
Middle

Address \_\_\_\_\_  
Street
Apt #
City
State
Zip

Home Telephone ( ) \_\_\_\_\_  
Drivers License Number and State \_\_\_\_\_

Other names used: \_\_\_\_\_

If so, under what circumstances? \_\_\_\_\_

Emergency Contact: \_\_\_\_\_ ( ) \_\_\_\_\_  
Name
Relationship
Telephone

Have you ever been previously employed by Era Alaska? If so, when? \_\_\_\_\_

Referred by: \_\_\_\_\_ Relationship: \_\_\_\_\_

Have you been convicted of any crime in the last ten years? \_\_\_\_\_ (Conviction will not necessarily disqualify an applicant for employment). If yes, describe conditions: \_\_\_\_\_

Have you failed (tested positive) or refused a pre-employment test (drug or alcohol) at an employer where you sought but did not receive DOT employment in the prior two years? Yes \_\_\_\_\_ No \_\_\_\_\_

Position applying for? \_\_\_\_\_ Wage or Salary desired: \_\_\_\_\_

Check the company below in which you are applying:  
 Frontier Flying \_\_\_\_\_ Era Aviation \_\_\_\_\_ Hageland Aviation \_\_\_\_\_ Arctic Circle Air \_\_\_\_\_

Is there any reason that you could not safely and efficiently perform any of the duties of the job for which you are applying? \_\_\_\_\_

If yes, explain: \_\_\_\_\_

Are there any hours, shifts or days you cannot or will not work? \_\_\_\_\_ When can you start? \_\_\_\_\_

Are you willing to accept overtime as required? \_\_\_\_\_

Can you establish that you may be lawfully employed in this country because of citizenship or immigration status? (Proof of citizenship or immigration status will be required upon employment.) \_\_\_\_\_

EDUCATION	NAME, ADDRESS & PH OF SCHOOL	HIGHEST GRADE COMPLETED	DATES ATTENDED	DID YOU GRAD?	MAJOR	DEGREE RECEIVED
High School		9 10 11 12				
College/University		13 14 15 16				
College/University		13 14 15 16				
Other training or education.						

## EMPLOYMENT WORK HISTORY

**List all permanent and temporary work for the previous 10 years. (Attach additional sheets if necessary.)  
All fields are required to be completed.**

Are you currently employed? \_\_\_\_\_

May we contact your present employer? \_\_\_\_\_

Most Recent or Present Employer: \_\_\_\_\_ ( ) \_\_\_\_\_  
Telephone

Address \_\_\_\_\_  
Street City State Zip

Date Started \_\_\_\_\_ Salary \_\_\_\_\_ Starting Position \_\_\_\_\_

Date Left Co. \_\_\_\_\_ Salary \_\_\_\_\_ Ending Position \_\_\_\_\_

Name of Supervisor \_\_\_\_\_ Reason for Leaving \_\_\_\_\_

Employer: \_\_\_\_\_ ( ) \_\_\_\_\_  
Telephone

Address \_\_\_\_\_  
Street City State Zip

Date Started \_\_\_\_\_ Salary \_\_\_\_\_ Starting Position \_\_\_\_\_

Date Left Co. \_\_\_\_\_ Salary \_\_\_\_\_ Ending Position \_\_\_\_\_

Name of Supervisor \_\_\_\_\_ Reason for Leaving \_\_\_\_\_

Employer: \_\_\_\_\_ ( ) \_\_\_\_\_  
Telephone

Address \_\_\_\_\_  
Street City State Zip

Date Started \_\_\_\_\_ Salary \_\_\_\_\_ Starting Position \_\_\_\_\_

Date Left Co. \_\_\_\_\_ Salary \_\_\_\_\_ Ending Position \_\_\_\_\_

Name of Supervisor \_\_\_\_\_ Reason for Leaving \_\_\_\_\_

Employer: \_\_\_\_\_ ( ) \_\_\_\_\_  
Telephone

Address \_\_\_\_\_  
Street City State Zip

Date Started \_\_\_\_\_ Salary \_\_\_\_\_ Starting Position \_\_\_\_\_

Date Left Co. \_\_\_\_\_ Salary \_\_\_\_\_ Ending Position \_\_\_\_\_

Name of Supervisor \_\_\_\_\_ Reason for Leaving \_\_\_\_\_

# EMPLOYMENT WORK HISTORY

List all permanent and temporary work for the previous 10 years. (Attach additional sheets if necessary.)  
All fields are required to be completed.

Employer: _____	( ) _____			
	Telephone			
Address _____				
	Street	City	State	Zip
Date Started _____	Salary _____	Starting Position _____		
Date Left Co. _____	Salary _____	Ending Position _____		
Name of Supervisor _____	Reason for Leaving _____			

Employer: _____	( ) _____			
	Telephone			
Address _____				
	Street	City	State	Zip
Date Started _____	Salary _____	Starting Position _____		
Date Left Co. _____	Salary _____	Ending Position _____		
Name of Supervisor _____	Reason for Leaving _____			

Employer: _____	( ) _____			
	Telephone			
Address _____				
	Street	City	State	Zip
Date Started _____	Salary _____	Starting Position _____		
Date Left Co. _____	Salary _____	Ending Position _____		
Name of Supervisor _____	Reason for Leaving _____			

Explain any period of unemployment that was longer than 1 month: _____
_____
_____

In addition to your work history, what other experiences, skills/licenses or qualifications would especially qualify you for work with Era Alaska?
_____
_____
_____

## Voluntary Affirmative Action Information

As an employer with an Affirmative Action Program, Era Alaska complies with governmental regulations including Affirmative Action responsibilities. The purpose of this section is to comply with government record keeping requirements. Periodic reports are made to the government on the following information. The completion of this data is optional. The information will be kept confidential, and your name will not be included in any reports.

Do you have any physical or mental condition which would limit your capacity to safely and efficiently perform the job you are applying for? \_\_\_\_\_

If yes, what can be done to accommodate your limitations? \_\_\_\_\_

I self-identify with the following group (defined by governmental terms):

- 1. Hispanic or Latino – A person of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin regardless of race.
  - 2. White - (or not covered) – A person having origins in any of the original peoples of Europe, the Middle East, or North Africa.
  - 3. Black or African American (not Hispanic or Latino) – A person having origins in any of the black racial groups of Africa.
  - 4. Native Hawaiian or Other Pacific Islander (not Hispanic or Latino) – A person having origins in any of the peoples of Hawaii, Guam, Samoa, or other Pacific Islands.
  - 5. Asian – A person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian Subcontinent, including for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam.
  - 6. Alaska Native/American Indian (not Hispanic or Latino) – A person having origins in any of the original peoples of North and South America (including Central America), and who maintain tribal affiliation or community attachment.
  - 7. Two or more races (not Hispanic or Latino) – All persons who identify with more than one of the above five categories.
- CHECK ALL BOXES (2-6 ABOVE) THAT APPLY.**

**Date of Birth:** \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

**Gender:**      **Male**         **Female**     

### Veteran's Information

I qualify as:

- A Special Disabled Veteran (receives 30% disability).
- A Vietnam Era Veteran (Republic of Vietnam service between 2/28/61 & 5/7/75; or military service between 8/5/64 & 5/7/75).
- An Other Eligible Veteran (Active duty service member who received a campaign or expeditionary badge - see reverse)

**Military service dates:** from \_\_\_\_\_ to \_\_\_\_\_ Branch: \_\_\_\_\_

I certify that the above information is true and correct to the best of my knowledge.

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

Printed name \_\_\_\_\_

**CAMPAIGN/EXPEDITION****DATES****ORGANIZATIONS PARTICIPATING**

	START	END	ARMY	NAVY	AIR FORCE	MARINE CORP	COAST GUARD
<u>Campaign or Service Medals</u>							
American Defense Service	09/08/39	12/07/41	X	X	--	X	X
Army Occupation of Austria	05/09/45	07/27/55	X	--	X	--	--
Army Occupation of Berlin	05/09/45	10/02/90	X	X	X	X	X
Army Occupation of Germany	05/09/45	05/05/55	X	X	X	--	X
Army Occupation of Japan	09/03/45	04/27/52	X	X	X	X	X
China Service	07/07/37	09/07/39	--	X	--	X	--
China Service Medal (Extended)	09/02/45	04/01/57	--	X	--	--	--
Korean Service	06/27/50	07/27/54	X	X	X	X	X
Navy Occupation of Trieste	05/09/45	10/25/54	--	X	--	X	X
Navy Occupation of Austria	05/08/45	10/25/55	--	X	--	--	--
Navy Occupation of Berlin	05/08/45	10/02/90	--	X	--	X	--
Navy Units of the Sixth Fleet	05/09/45	10/25/55	--	X	--	--	--
SW Asia Service Medal (Desert Shield/Storm)	08/02/90	11/02/95	X	X	X	X	X
Vietnam Service Medal (VSM)	07/04/65	03/28/73	X	X	X	X	X
<u>Armed Forces Expeditionary Medal (AFEM)</u>							
Afghanistan (OEF)	09/11/01	Present					
OIF)	03/19/03	Present					
Berlin	08/14/61	06/01/63	X	X	X	X	X
Bosnia and Herzegovina (Joint Forge (Joint Endeavor)	06/21/98	Present					
	11/20/95	12/20/96	X	X	X	X	X
Bosnia and Herzegovina (Joint Guard)	12/20/96	06/20/98	X	X	X	X	X
Cambodia	03/29/73	08/15/73	X	X	X	X	X
Cambodia Evacuation (Eagle Pull)	04/11/75	04/13/75	X	X	X	X	X
Congo	07/14/60	09/01/62	X	X	X	X	X
Congo	11/23/64	11/27/64	X	X	X	X	X
Cuba	10/24/62	06/01/63	X	X	X	X	X
Dominican Republic	04/28/65	09/21/66	X	X	X	X	X
El Salvador	01/01/81	02/01/92	X	X	X	X	X
Global War on Terrorism	09/11/01	present					
Grenada (Urgent Fury)	10/23/83	11/21/83	X	X	X	X	X
Haiti (Uphold Democracy)	09/16/94	03/31/95	X	X	X	X	X
Iraq (Northern Watch)	01/01/97	Present	X	X	X	X	X
(Desert Spring)	12/31/98	12/31/02					
(Enduring Freedom)	09/11/01	Present					
(Iraqi Freedom)	03/19/03	Present					
Korea	01/01/66	06/30/74	X	X	X	X	X
Kosovo	03/24/99	Present					
Laos	04/19/61	10/07/62	X	X	X	X	X
Lebanon	07/01/58	11/01/58	X	X	X	X	X
Lebanon	06/01/83	12/01/87	X	X	X	X	X
Libyan Area (Eldorado Canyon)	04/12/86	04/17/86	X	X	X	X	X
Mayaguez Operation	05/15/75	05/15/75	X	X	X	X	X
Panama (Just Cause)	12/20/89	01/31/90	X	X	X	X	X
Persian Gulf (Earnest Will)	07/24/87	08/01/90	X	X	X	X	X
Persian Gulf (Southern Watch)	12/01/95	Present	X	X	X	X	X
Persian Gulf (Vigilant Sentinel)	12/01/95	02/15/97	X	X	X	X	X
Persian Gulf Interception Operation	12/01/95	Present	X	X	X	X	X
Quemoy and Matsu Islands	08/23/58	06/01/63	X	X	X	X	X
Somalia (Restore Hope)	12/05/92	03/31/95	X	X	X	X	X
Taiwan Straits	08/23/58	01/01/59	X	X	X	X	X
Thailand	05/16/62	08/10/62	X	X	X	X	X
Vietnam and Thailand	07/01/58	07/03/65	X	X	X	X	X
Vietnam Evacuation	04/29/75	04/30/75	X	X	X	X	X
<u>Navy Expeditionary Medal and Marine Corp Expeditionary Medal</u>							
Cuba	01/03/61	10/23/62	--	X	--	X	--
Indian Ocean/Iran	11/21/79	10/20/81	--	X	--	X	--
Iranian/Yemen/Indian Ocean	12/08/78	06/06/79	--	X	--	X	--
Lebanon	08/20/82	05/31/83	--	X	--	X	--
Liberia (Sharp Edge)	08/05/90	02/21/91	--	X	--	X	--
Libyan Area	01/20/86	06/27/86	--	X	--	X	--
Panama	04/01/80	12/19/86	--	X	--	X	--
Panama	02/01/90	06/13/90	--	X	--	X	--
Persian Gulf	02/01/87	07/23/87	--	X	--	X	--
Rwanda (Distant Runner)	04/07/94	04/18/94	--	X	--	X	--
Thailand	05/16/62	08/10/62	--	X	--	X	--

Space provided for additional information.

## Company Policies

Applicant's Certification and Agreement: 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, omission of information or false statements on this application or during any Company investigation may result in my dismissal. I authorize the Company to make an investigation of any of the facts set forth in this application.

During the period of employment, it is Company policy that any patent(s) issued on inventions conceived by an employee in the course of work, are considered the property of the Company. Any employee is prohibited from engaging in the business of buying or selling, directly or indirectly, aviation equipment or providing aviation services for others during their period of employment (other than incidental or occasional purchases or sales of aviation equipment or provision of aviation services for personal use), unless the employee secures in advance the written permission of an executive officer of the company.

I understand that employment at Era Alaska is "at will," which means that either I or the Company can terminate the employment relationship at any time, with or without prior notice, and for any reason not prohibited by law. All employment is continued on that basis, unless a different employment relationship is established, in writing, signed by the Company CEO. I understand that no employee, supervisor, manager or executive of the Company, other than the president has any authority to alter the employment "at will" relationship. If employed, I understand that I am required to abide by all Company rules and regulations, which the Company may change or establish at its discretion.

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_