



612 West Willoughby Avenue, Suite A, Juneau AK 99801-1732  
 Phone 907-523-2300 • Fax 907-463-3929  
 JEDC.org

# Application For Employment

## General Information

Position Applying For		Salary Desired
Name (Last, First, Middle)		Social Security #
Home Mailing Address		
Home Phone	Work Phone	Email Address
Referred By		Date Available

Can you provide proof, if hired, that you are eligible to work in the United States?      Yes      No

Have you ever been convicted of a crime other than a minor traffic violation?      Yes      No      If yes, please explain:

Have you ever filed bankruptcy or had creditors take legal action against you?      Yes      No      If yes, please explain:

Have you ever been denied bonding?      Yes      No      If yes, please explain:

## Education

High School (Name, City, State)		Graduation Date
Business or Technical School		
Dates Attended:	Degree, Major	
Undergraduate College/University		
Dates Attended	Degree, Major	
Graduate School		
Dates Attended	Degree, Major	

## Licenses or Certifications

License/Certification	State	Profession	Licence/ Certification #	Expiration Date

**Employment History**

Please complete entirely, attaching additional pages as needed (do not respond with "see resume")

May we contact your current employer for a reference?			Yes	No	Not Applicable
<b>Employer</b>	<b>Job Title</b>				
<b>Responsibilities / Accomplishments</b>	<b>Dates of Employment</b>	<b>Salary/Wage</b>			
	<b>Supervisor Name &amp; Phone Number</b>				
	<b>Reason for Leaving</b>				
<b>Employer</b>	<b>Job Title</b>				
<b>Responsibilities / Accomplishments</b>	<b>Dates of Employment</b>	<b>Salary/Wage</b>			
	<b>Supervisor Name &amp; Phone Number</b>				
	<b>Reason for Leaving</b>				
<b>Employer</b>	<b>Job Title</b>				
<b>Responsibilities / Accomplishments</b>	<b>Dates of Employment</b>	<b>Salary/Wage</b>			
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<b>Employer</b>	<b>Job Title</b>				
<b>Responsibilities / Accomplishments</b>	<b>Dates of Employment</b>	<b>Salary/Wage</b>			
	<b>Supervisor Name &amp; Phone Number</b>				
	<b>Reason for Leaving</b>				

**References**

Name	Company/Title	Phone Number	Mailing Address/Email

Is there any other information you would like JEDC to consider in connection with your application?

**Certification of Applicant**

I HEREBY CERTIFY that all information made on or in connection with this application is true and complete to the best of my knowledge and belief and that I have not knowingly withheld any fact or circumstance. I understand that any misrepresentation or concealment of material fact will be sufficient grounds for rejection of application, removal from eligible lists, or removal from employment. I authorize my present and previous employers to release to the Juneau Economic Development Council any information they may have regarding my character or my employment record and release said employers and their agents from any damage or claim for furnishing said information. I further authorize Juneau Economic Development Council to investigate my professional background and personal character by obtaining and examining credit reports, conducting interviews and by searching public records. I further understand that this employment application and other employment related documents are not contracts of employment; and, that any oral or written statements to the contrary are hereby expressly disavowed.

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

**Equal Opportunity Employer**

*Juneau Economic Development Council does not discriminate because of race, color, national origin, sex, religion, age, disability or sexual orientation in employment or the provision of services.*