



P.O. Box 157 366 Garteeni Hwy. Hoonah, Alaska 99829 (907) 945-3611 Fax (907) 945-3492

Application for Employment

In compliance with Federal and State Equal Employment Opportunity laws, qualified applicants are considered for all positions, without regard to race, color, sex, religion, national origin, marital status, or disability.

Date of Application: _____ SS#: _____
 Name: _____ Mailing Address: _____
 Last First Middle
 Residence Address: _____ Position(s) Applied for: _____
 Telephone: Home: _____ Business: _____
 Cell: _____

If you are known to previous employers/schools/references by another name, please list name: _____
 Have you previously worked for the school district? yes no
 If yes, where and when: _____
 Are you available to work full-time and/or part-time List hours: _____
 Do you have an Alaska Drivers License? yes no
 List trade/professional organizations of which you are a member, and offices held: _____

List any of your relatives who presently work for the school district:

Name of Relative	Position	Relationship
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EDUCATION

	High School	College/University	Post Graduate
Circle years completed	9 10 11 12	1 2 3 4	1 2 3 4
Diploma/Degree:	_____		
Describe Course of Study:	_____		

Give name, address, and telephone number of three (3) references not related to you:

Have you been convicted of a felony or released from prison within the last seven (7) years?
 yes no If yes, attach an explanation.

Are you a United States citizen or do you have a work visa? yes no

EMPLOYMENT HISTORY

Include all jobs held within the past five (5) years. If your earlier job history is pertinent to the position you are applying for, please include it also. Military experience, if any, should be included as part of the job history. Use additional pages, if needed. Begin with your most recent job.

Job Title: _____
Dates of Employment: _____ Supervisor: _____
Duties: _____

Employer: _____
Employer's Address: _____
Reason for Leaving: _____

Job Title: _____
Dates of Employment: _____ Supervisor: _____
Duties: _____

Employer: _____
Employer's Address: _____
Reason for Leaving: _____

Job Title: _____
Dates of Employment: _____ Supervisor: _____
Duties: _____

Employer: _____
Employer's Address: _____
Reason for Leaving: _____

Summarize special skills and qualifications acquired from education/employment or other experiences which are relevant to the position you are applying for. Indicate any supervisory experience you may have had, if not explained in your job history above.



AGREEMENT

I certify that answers given herein are true and complete to the best of my knowledge. I authorize you to make such investigations and inquiries of my employment history and other related matters as may be necessary in arriving at an employment decision. I hereby release employers, schools, or persons from all liability in responding to inquiries in connection with my application. In the event of employment, I understand that false or misleading information given in my application or interview(s) may result in discharge. I understand, also, that I am required to abide by all rules and regulations of the Hoonah City Schools. I understand that a background check may be conducted on me, including a fingerprint check with the F.B.I. according to Alaska Statute 12.62.035.

Date: _____ Signature of Applicant: _____

This application should be mailed to the Hoonah City Schools District Office, PO Box 157, Hoonah, AK 99829 or brought to the District Office at 366 Garteeni Hwy., Hoonah, AK 99829.