

Jalasko Investments, Inc.  
 800 East Dimond Blvd. Suite 3-500  
 Anchorage, AK 99515

Application for Employment  
 Please Use Ink - Write Clearly  
 Please Answer Every Question

Last Name	First	Middle		
<hr/>				
Present Address	Street	City	State	Zip
<hr/>				
Today's Date	Social Security No.	Phone Number	Message Phone	
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Position Applied For: \_\_\_\_\_  
 I am Seeking:  
 Temporary \_\_\_\_\_ Full Time \_\_\_\_\_ Part Time \_\_\_\_\_  
 How long have you lived in the area? \_\_\_\_\_  
 If necessary for the job you can:  
 Work Overtime \_\_\_\_\_ Work Shifts \_\_\_\_\_

Travel \_\_\_\_\_ Speak Other Languages \_\_\_\_\_  
 Provide AK Drivers License: \_\_\_\_\_  
 If necessary for the job you are over:  
 15 16 18 19 20 21+ (please Circle)  
 I will be able to work \_\_\_\_\_ days after being notified I  
 am hired.

EDUCATION	School/Address	Years Completed	Studies	Graduate
High School:	_____			
College/University:	_____			
Business/Technical:	_____			
Other:	_____			

**MILITARY SERVICE**  
 Dates: \_\_\_\_\_ Branch: \_\_\_\_\_  
 Duty/Specialized Training: \_\_\_\_\_  
 \_\_\_\_\_

**REFERENCES** List two personal references who are not relatives or former supervisors

Name	Address	Occupation	Phone #	Years Known
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**EMPLOYMENT RECORD**

Starting with the present or most recent, list previous five (5) employers regardless of type of position or length of time on job. Include summer self employment and part time jobs. If you were employed by any of the following under another name, please indicate in the space provided. ALL QUESTIONS MUST BE ANSWERED COMPLETELY. ANY OMISSIONS OR FALSE INFORMATION MAY BE GROUNDS FOR IMMEDIATE DISMISSAL. If you need more space, please continue on a separate sheet.

<b>EMPLOYER (Most recent/current first)</b>	<b>Employment Dates</b>	<b>Salary</b>	<b>Job Title &amp; Responsibilities</b>
Name	From (Month/Year)	Starting	
Address	To (Month/Year)	Ending	
Supervisor	Phone	Reason for leaving	
<b>EMPLOYER (Most recent/current first)</b>	<b>Employment Dates</b>	<b>Salary</b>	<b>Job Title &amp; Responsibilities</b>
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Address	To (Month/Year)	Ending	
Supervisor	Phone	Reason for leaving	

Do you have any physical conditions which may limit the performance of duties in the position for which you have applied?

If yes, please explain:

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Have you ever been banned from Dimond Center (If yes, please explain)

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Have you ever been convicted, plead guilty or no contest to a felony or misdemeanor?

Please describe:

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(You will not be denied employment because of a conviction record, unless the offense is related to the job for which you have applied.)

Additional skills or information regarding career/occupation you wish you bring to the employers attention:

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**Contact** (in case of an accident or illness): Name \_\_\_\_\_

Address \_\_\_\_\_

Daytime Phone \_\_\_\_\_

### INFORMATION TO THE APPLICANT

As part of our procedure for processing your employment application, your personal and employment references may be checked. If you have misrepresented any facts on this application and are subsequently hired, you may be discharged from your job. You may make a written request for information derived from checking your references. If necessary for employment in a specific position, you may be required to have a physical examination, to provide evidences of citizenship or date of birth, or to sign a conflict of interest agreement and abide by its terms. For all positions, we require a pre-employment drug screening test.

I understand and agree to the information above.

Signature \_\_\_\_\_

Date \_\_\_\_\_

Equal Employment Opportunity: While many employers are required by federal law to have an Affirmative Action Program, all employers are required to provide employment opportunity and may ask your national origin, race and sex for planning and reporting purposes only.

<b>Notice of Hire</b> <b>Jalasko Investments, Inc.</b>	
I have interviewed _____ and find this person to be qualified to fill	
the position of: Job Title _____	Pay Rate: \$ _____
Date _____	Manager _____