



**Bowling Green – Warren County
Regional Airport**
(An Equal Opportunity Employer)
APPLICATION FOR EMPLOYMENT

Return to:

**Office Manager
Bowling Green – Warren County
Regional Airport
1000 Woodhurst Street, Suite 210
Bowling Green, KY 42103**

PERSONAL INFORMATION

Date: _____

Name: _____

Last

First

Middle

Address: _____

Street

City

State

Zip

County of legal residence: _____

Home Phone Number: _____

Business / Cell Phone Number (Only if we can contact you at this number): _____

Email Address: _____

Social Security Number: _____

Have you applied with us in the past? _____ If so, when? _____

Are you related to anyone at the Airport? _____ If so, whom? _____

How are you related? _____

Has your name changed in the last 5 years, and prior name if any? _____

GENERAL QUESTIONS

1. Do you have a valid driver's license? _____ State _____ # _____

2. Can you provide your own transportation? _____

3. Are you a U.S. Citizen? _____ If not, are you authorized by the government to work legally in the U.S.? Explain. _____

4. Have you ever been convicted of any law violations, including traffic violations? (If so, please explain)

5. Have you ever been dismissed or forced to resign from a job? _____

DESIRED EMPLOYMENT

Position Applying For: _____ Salary Desired: _____

Full Time? _____ Part Time? _____ Desired Hours Per Week? _____

Are you employed now? _____ May we contact your employer? _____

Name/Address/Phone Number of current employer: _____

Date you can start: _____ Are you willing to work overtime? _____

Indicate any days or time periods you would be unable to work: _____

EDUCATION

High School: _____

Name & Location	Years Attended	Date Graduated
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College: _____

Name & Location	Years Attended	Date Graduated
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Trade/Business School: _____

Name & Location	Years Attended	Date Graduated
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Military Service

Branch of Service: _____ Date of Entry: _____

Date of Separation: _____ What type of Discharge did you receive: _____

Indicate Reserve or National Guard Status, if any: _____

SPECIAL SKILLS/TRAINING/EXPERIENCE/LANGUAGES SPOKEN: _____

EMPLOYMENT RECORD (Please list your last three employers, starting with most recent)

Name & Address: _____

Supervisors Name: _____ Telephone Number: _____

Date of Employment: _____ to _____ Position: _____

Full Time or Part Time: _____ Salary: Starting _____ Final _____

List Specific Duties: _____

Reason for leaving employment? _____

Name & Address: _____

Supervisors Name: _____ Telephone Number: _____

Date of Employment: _____ to _____ Position: _____

Full Time or Part Time: _____ Salary: Starting _____ Final _____

List Specific Duties: _____

Reason for leaving employment? _____

Name & Address: _____

Supervisors Name: _____ Telephone Number: _____

Date of Employment: _____ to _____ Position: _____

Full Time or Part Time: _____ Salary: Starting _____ Final _____

List Specific Duties: _____

Reason for leaving employment? _____

REFERENCES (List three persons not related to you who know your qualifications or who know your character.)

1. _____

Name	Address	Phone	Years Acquainted
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2. _____

Name	Address	Phone	Years Acquainted
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3. _____

Name	Address	Phone	Years Acquainted
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Are there any particular experiences, skills, or qualifications which you feel would especially fit you for work with the Airport in the position (s) for which you have applied?

I authorize the Airport to verify of all statements contained in this application. I specifically authorize the Airport to conduct a criminal background investigation. I understand and agree that if a position is offered, and later it is found that the information herein is significantly untrue, incomplete or misrepresented, the Airport is relieved of all commitments to me, and I am subject to immediate discharge without recourse. I understand that any employee handbook which I may receive will not constitute an employment contract, but will be a guideline only to Airport policies. I understand that compliance with the Airport's substance abuse policy is a condition of employment, and that my employment, and continued employment, is contingent on such compliance. I understand that the Airport requires employees to be free of alcohol and drug abuse. I agree to submit to screening for alcohol and drugs in accordance with Airport policy. Further, I understand that if I am hired, my employment is for an introductory period of sixty (60) days during which I may be terminated at any time without prior notice; and therefore subject to the guidelines of the Bowling Green-Warren County Regional Airport Employee Personnel Policies. I authorize prior employers to provide such information concerning my employment with them as may be requested by Airport.

Signature _____

Date _____

DO NOT WRITE BELOW THIS LINE

Remarks: _____
