

Yuma International Airport



Yuma County Airport Authority 2191 E 32nd St, Ste 218, Yuma, AZ 85365 (928) 726-5882

PORT OF OPPORTUNITY

PLEASE CAREFULLY READ THE FOLLOWING INSTRUCTIONS BEFORE COMPLETING EMPLOYMENT APPLICATION

Please furnish all requested information, fill in all spaces accurately and completely. List all related work experience, to include volunteer and military. The information you provide will determine your employment eligibility or further examination process.

Please write N/A for Not Application if any item does not apply to you.

All information contained on the application is subject to verification. Any omissions, misstatements or falsifications may be cause for rejection of this application.

All new employees are required to produce documentation verifying their eligibility for employment in the United States at the time they are hired pursuant to Federal Law.

PLEASE ATTACH RESUME TO COMPLETED APPLICATION

POSITION APPLYING FOR: _____

I will accept:

<input type="checkbox"/> REGULAR	<input type="checkbox"/> TEMPORARY
<input type="checkbox"/> Full-time	<input type="checkbox"/> Full-time
<input type="checkbox"/> Part-time	<input type="checkbox"/> Part-time

APPLICANT INFORMATION (TYPE OR PRINT CLEARLY)

1. _____
Last First M.I.

2. _____
Mailing Address (Street Name and Number)

City State Zip Code

3. Home Phone: _____ Cell Phone: _____

4. Are you currently employed? Yes No

5. May we contact your present employer? Yes No

6. Date you are available for work: _____

WE ARE AN EQUAL OPPORTUNITY EMPLOYER

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7. Do you have any relatives working for the Yuma County Airport Authority? Yes No

8. Do you have a valid Driver's License? Yes No

If Yes, provide License # : _____ Class _____

State: _____ Exp. Date: _____

9. Have you ever been convicted of a Felony? Yes No

*Convictions are evaluated in relation to job position and not necessarily preclude employment.

If yes, provide date & location: _____ Type: _____

and judgement: _____

10. Are you 18 years of age or older? Yes No

EDUCATION AND TRAINING

11. Did you receive a High School diploma or G.E.D.? Yes No

Name of School: _____

Address: _____

12. List Colleges, Universities, Trade or Business Schools attended or any other training:

COLLEGE/TRADE SCHOOL	LOCATION	MAJOR/COURSES	DEGREE

13. List position-related licenses, registrations, certificates or professional memberships:

DESCRIPTION	NUMBER	EXPIRES

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14. Please list any other proficient languages other than English:

LANGUAGE	SPEAK	READ	WRITE	TRANSLATE

15. Special Skills (Check all applicable):

<p>Office Experience: <input type="checkbox"/> Computer Operation <input type="checkbox"/> Multi Line Telephone <input type="checkbox"/> Word <input type="checkbox"/> PowerPoint <input type="checkbox"/> Electronic Filing <input type="checkbox"/> Lotus <input type="checkbox"/> Excel Additional: _____ _____ _____ _____</p>	<p>Maintenance Experience: <input type="checkbox"/> Electrical <input type="checkbox"/> Janitorial <input type="checkbox"/> Heavy Labor <input type="checkbox"/> Plumbing <input type="checkbox"/> Carpentry <input type="checkbox"/> Irrigation/Landscaping <input type="checkbox"/> HVAC <input type="checkbox"/> Painting <input type="checkbox"/> Auto & Equipment Additional: _____ _____ _____ _____</p>
<p>Airport Operations: <input type="checkbox"/> Aviation Background <input type="checkbox"/> Radio Communications <input type="checkbox"/> HazMat <input type="checkbox"/> Public Relations <input type="checkbox"/> Law Enforcement <input type="checkbox"/> Environmental <input type="checkbox"/> Technical Writing Additional: _____ _____ _____</p>	

EMPLOYMENT HISTORY

Begin with present employment within the past 5 years. Include additional pages if necessary.

Employer: _____ Title: _____
 Address: _____ From: _____ To: _____
 _____ Total Yrs: _____ Mo: _____
 Telephone Number: _____ Salary: _____ Hourly Monthly
 Why did you leave: _____
 Describe each major function performed: _____

Employer: _____ Title: _____
 Address: _____ From: _____ To: _____
 _____ Total Yrs: _____ Mo: _____
 Telephone Number: _____ Salary: _____ Hourly Monthly
 Why did you leave: _____
 Describe each major function performed: _____



APPLICANT'S STATEMENT

I certify that answers provided herein are true to the best of my knowledge.

I authorize investigation of all statements contained in this application for employment as necessary during the evaluation & employment decision.

The Yuma County Airport Authority is an Equal Opportunity Employer. The Yuma County Airport Authority does not discriminate in employment and no question on this application is used for the purpose of limiting or excusing any applicant's consideration for employment on the basis prohibited by local, state or federal law. The Yuma County Airport Authority is a Drug-Free Workplace.

This application will be kept on file for a total of one (1) year. At the conclusion of one (1) year it will be necessary to fill out a new application for consideration of employment.

The Yuma County Airport Authority reserves the right to terminate employment at any time, with or without cause, and without prior notice. It is understood that no representative of the Yuma County Airport Authority has the authority to make any assurance to the contrary.

It is the Yuma County Airport Authority's policy not to refuse to hire a qualified individual with a disability because of the need for an accommodation and required by the ADA.

In the event of employment, false or misleading information given on this application or interview(s) may result in immediate termination. It is understood employees are required to abide by the rules and regulations of the Yuma County Airport Authority.

Signature of Applicant

Date

NOTE:

Applicants requiring unrestricted airfield access are subject to an airfield drivers test, a 10 year employment history and verification of the most recent 5 years. A fingerprint based Criminal History Record Check (CHRC) may be requested if the 10 year employment history is not complete.

**Please return this application to:
Yuma County Airport Authority, 2191 East 32nd Street. Suite 218, Yuma, AZ 85365**