



Aviatrix, Inc.
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 M-F 7am – 4pm
 www.aviatrixusa.com

APPLICATION FOR EMPLOYMENT

*You must complete this application in full to be considered for employment.
 Resumes may be attached but are not substitutable for this form.*

POSITION INFORMATION	
Job applied for	Today's date
How did you learn of this position?	

APPLICANT INFORMATION		
Last name	First name	Middle name or initial
Current address (street and number, city, and state)		How long have you lived there? Years: Months:
Former address (street and number, city, and state)		How long did you live there? Years: Months:
Daytime telephone number (including area code)	Alternate telephone number (including area code)	
E-mail address		Date available to begin work
Have you ever used another name? If Yes, please indicate the name(s):		
Is any additional information relative to change of name, use of an assumed name, or nickname necessary to enable a check on your work and educational record? If Yes, please explain:		
Are you capable of satisfactorily performing the essential job duties required of the position for which you are applying?		
Are you at least 18 years of age?		
Are you a US Citizen or permanent resident?		
Do you have adequate transportation to and from work?		

EDUCATION & TRAINING HISTORY				
School Name and Location	Years completed	Diploma/degree	Course of study or major	Specialized training, experience, skills, extracurricular activities.
High school				
College/University				
Graduate/Professional				
Trade or correspondence				
Other				

EMPLOYMENT HISTORY	
Please describe your employment for at least the past five years, and any prior experience relevant to this position. Please list the names of your employers in chronological order with present or last employer listed first. (Attach additional pages if necessary.) If self-employed, give firm name and supply business references.	
Job Number 1 (current or most recent position)	
Name of employer	Kind of business
Employer's address	Name and title of last supervisor
Telephone	Reason for leaving
From (month/year) To (month/year)	Hours per week (average)
Your title or position	
Duties/responsibilities	
May we contact this employer?	

Job Number 2		
Name of employer		Kind of business
Employer's address		Name and title of last supervisor
Telephone		Reason for leaving
From (month/year)	To (month/year)	Hours per week (average)
Your title or position		
Duties/responsibilities		
May we contact this employer?		

Job Number 3		
Name of employer		Kind of business
Employer's address		Name and title of last supervisor
Telephone		Reason for leaving
From (month/year)	To (month/year)	Hours per week (average)
Your title or position		
Duties/responsibilities		
May we contact this employer?		

Job Number 4		
Name of employer		Kind of business
Employer's address		Name and title of last supervisor
Telephone		Reason for leaving
From (month/year)	To (month/year)	Hours per week (average)
Your title or position		
Duties/responsibilities		
May we contact this employer?		

ADDITIONAL INFORMATION					
Have you been terminated or asked to resign from any job within the past five years? If Yes, please explain:					
How many days of work have you missed in the last three years due to reasons other than paid holidays and vacation?					
Year	Number of days	Year	Number of days	Year	Number of days
Please explain any gaps in your employment history:					
Please describe your computer skills:					
Please indicate any experience, training, and qualifications that you have which you feel are relevant to the position for which you are applying, which are not covered above or in your answers to the supplemental questions. Volunteer experience may be included.					
Do you have any additional interests or hobbies? (optional)					

PERSONAL REFERENCES				
Please list persons who know you well (not previous employers or relatives).				
Name	Occupation	Relationship	Telephone number	Number of years known

CERTIFICATION & SIGNATURE	
I certify that all of the information that I have provided on this application is true and accurate.	
Signature	Date
Aviatix, Inc. reserves the right to terminate any employee at any time if it is discovered that they have lied on this application form.	

This application will be considered active only for the hiring of the position indicated on Page 1.
Return your completed application to your point of contact via email, fax, or mail. **KEEP A COPY OF YOUR APPLICATION.**