

# Jackson Hole Airport Board Security Screener Employment Application

## APPLICANT INFORMATION

**Full Name:**

\_\_\_\_\_  
Last First Middle

**Physical Address:**

\_\_\_\_\_  
Street City State/Zip

**Mailing Address:**

\_\_\_\_\_  
Address City State/Zip

**Telephone Number:**

\_\_\_\_\_  
Home Cell Other

**Date of Birth**

**Social Security Number**

**E-mail Address**

**Type of Employment:**

**Full Time**

**Part Time**

**Seasonal**

Are you a citizen of the United States? YES  NO

Can you submit verification of citizenship as required on INS form I-9? YES  NO

Can you show proof of age? (Drivers License, Birth Certificate) YES  NO

Can you perform all job functions specified on the attached job description, with or without reasonable accommodation? YES  NO

Can you perform all of the tests/demonstrations/interviews required in the hiring process, with or without reasonable accommodation? YES  NO

Do you object to working weekends? YES  NO

Do you object to working rotating shifts? YES  NO

Do you object to working holidays? YES  NO

## EDUCATION

**High School**

**Address**

From: \_\_\_\_\_ To: \_\_\_\_\_ Did you graduate? YES  NO  Degree: \_\_\_\_\_

**College**

**Address**

From: \_\_\_\_\_ To: \_\_\_\_\_ Did you graduate? YES  NO  Degree: \_\_\_\_\_

**Other Education/Courses**

**Address**

From: \_\_\_\_\_ To: \_\_\_\_\_ Did you graduate? YES  NO  Degree: \_\_\_\_\_

**EMPLOYMENT HISTORY**

List the places that you have worked (most recent first) in the last 10 years.

**Name of Employer:** \_\_\_\_\_ **From:** \_\_\_\_\_ **To:** \_\_\_\_\_  
**Address:** \_\_\_\_\_ **Phone Number:** \_\_\_\_\_  
                    Street                      City                      State/Zip  
**Your Position:** \_\_\_\_\_ **Name of Supervisor:** \_\_\_\_\_

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**Address:** \_\_\_\_\_ **Phone Number:** \_\_\_\_\_  
                    Street                      City                      State/Zip  
**Your Position:** \_\_\_\_\_ **Name of Supervisor:** \_\_\_\_\_

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**Address:** \_\_\_\_\_ **Phone Number:** \_\_\_\_\_  
                    Street                      City                      State/Zip  
**Your Position:** \_\_\_\_\_ **Name of Supervisor:** \_\_\_\_\_

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**Address:** \_\_\_\_\_ **Phone Number:** \_\_\_\_\_  
                    Street                      City                      State/Zip  
**Your Position:** \_\_\_\_\_ **Name of Supervisor:** \_\_\_\_\_

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**Address:** \_\_\_\_\_ **Phone Number:** \_\_\_\_\_  
                    Street                      City                      State/Zip  
**Your Position:** \_\_\_\_\_ **Name of Supervisor:** \_\_\_\_\_

**RESIDENCE HISTORY**

**List the physical address of the places that you have lived (most recent first) in the last 10 years.**

**From:** \_\_\_\_\_ **To:** \_\_\_\_\_ **Address:** \_\_\_\_\_  
Street  
\_\_\_\_\_  
City State/Zip County

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**From:** \_\_\_\_\_ **To:** \_\_\_\_\_ **Address:** \_\_\_\_\_  
Street  
\_\_\_\_\_  
City State/Zip County

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City State/Zip County

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Street  
\_\_\_\_\_  
City State/Zip County

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**From:** \_\_\_\_\_ **To:** \_\_\_\_\_ **Address:** \_\_\_\_\_  
Street  
\_\_\_\_\_  
City State/Zip County



May we ask your present employer for a reference? YES  NO

How did you hear about this job? Newspaper  Radio  Job Service  Friend  Other

**EMPLOYEES OF THE JACKSON HOLE AIRPORT BOARD ARE “EMPLOYED AT-WILL”  
AND CAN BE TERMINATED AT ANY TIME, FOR ANY REASON, OR NO REASON, AS  
LONG AS IT IS NOT DISCRIMINATORY**

I hereby certify that to the best of my knowledge and belief the answers given by me to the foregoing questions and all statements made by me in the application are correct.

If employed, I agree that all material created and produced whether in written, graphic or broadcasting form, all inventions new or changes in processes developed during my employment are the exclusive property of the company to use and/or sell and that subsequent to my employment with this company I will not disclose, use or reveal any confidential information related to the company without first obtaining written consent from an officer of the company.

I hereby apply for employment upon the basis and understanding that such employment may be terminated at any time upon notice given to me personally or sent to my last known address.

I consent to **JACKSON HOLE AIRPORT BOARD** obtaining such personal and job related information as required in connection with this application for employment.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date



# Jackson Hole Airport Board

## AUTHORIZATION FOR RELEASE OF INFORMATION

Carefully read this authorization to release information about you, then sign and date it in ink.

I authorize the Jackson Hole Airport Board (JHAB), through its employees, agents, or contractor, to obtain any information relating to my activities from criminal justice agencies, credit bureaus, consumer reporting agencies, collection agencies, or other relevant sources of information. This information may include, but is not limited to, any criminal history record information, and financial and credit information.

I understand that the purpose of this authorization is to permit JHAB to conduct a background investigation for the purpose of making a determination of suitability or eligibility for employment and/or a security clearance, or for work on a government contract. I authorize the custodians of records and other sources of information pertaining to me to release such information upon request of JHAB, or its contractor, regardless of any previous agreement to the contrary. I understand that the information released by custodians of records and other sources of information is for official use and only for the purposes stated above. This information may be redisclosed by JHAB only as authorized by law.

Copies of this authorization that show my signature are as valid as the original release signed by me. This authorization is valid for five (5) years from the date signed or upon the termination of my affiliation with JHAB, whichever is sooner.

Signature (sign in ink)	Full Name (print legibly)		Date Signed
Other Names Used		Social Security Number	
Current Address (Street, City)	State	Zip Code	Home Telephone Number (Including Area Code)  (      )

### Privacy Act Statement

**Purpose:** Your Authorization and this information, including your Social Security number, is needed to permit JHAB to complete a background investigation to establish that applicants and incumbents either employed by JHAB or working under contract are suitable for the job and/or eligible for a public trust or sensitive position, and/or a security clearance. Completing this authorization, including providing your Social Security number, is voluntary; however, failure to do so may affect your employment prospects, eligibility for continued employment, ability to obtain a security clearance or work on a government contract.

**Routine Uses:** Information you provide and copies of this form may be disclosed to any potential source from which information is requested in the course of this background investigation to the extent necessary to identify you, inform the source of the nature and purpose of the investigation, and to identify the type of information requested. This form may also be disclosed to the JHAB contractors when necessary to perform a function or service related to this record for which they have been engaged.



# Jackson Hole Airport Board

## FAIR CREDIT REPORTING ACT AUTHORIZATION

Fair Credit Reporting Act of 1970, as amended)

PLEASE TAKE NOTICE THAT ONE OR MORE CONSUMER CREDIT REPORTS MAY BE OBTAINED FOR EMPLOYMENT PURPOSES PURSUANT TO THE FAIR CREDIT REPORTING ACT, AS AMENDED, 15 U.S.C., §1681, ET SEZ. SHOULD A DECISION TO TAKE ANY ADVERSE ACTION AGAINST YOU BE MADE, BASED EITHER IN WHOLE OR IN PART ON THE CONSUMER CREDIT REPORT, THE CONSUMER REPORTING AGENCY THAT PROVIDED THE REPORT PLAYED NO ROLE IN THE AGENCY'S DECISION TO TAKE SUCH ADVERSE ACTION.

Information provided by you on this form will be furnished to the consumer reporting agency in order to obtain information in connection with an investigation to determine your (1) fitness for employment, (2) clearance to perform contractual service for the Federal Government, and/or (3) security clearance or access. The information obtained may be disclosed to other Federal agencies for the above purposes and in fulfillment of official responsibilities to the extent that the law permits such disclosure.

I hereby authorize the Jackson Hole Airport Board to obtain such report(s) from any consumer/credit reporting agency for employment purposes.

Signature (sign in ink)		Full Name (print legibly)	
Date Signed	Date of Birth (mm/dd/yyyy)	Social Security Number	
Current Address (Street, City)		State	Zip Code
If at current address less than 2 years, please enter former address (Street/City/State/Zip)			

### Privacy Act Statement

**Purpose:** Your Authorization, including your Social Security number, is needed to permit JHAB to obtain a copy of your credit report. Your credit report will be used to determine your suitability for employment in the position for which you are being considered. Completing this authorization, including providing your Social Security number, is voluntary; however, failure to do so may affect your employment prospects, eligibility for continued employment, ability to obtain a security clearance or work on a government contract.

**Routine Uses:** Information you provide will be disclosed to consumer reporting agencies for the purpose of obtaining your credit report. This information may also be disclosed to JHAB contractors when necessary to perform a function or service related to this record for which they have been engaged.