



Employment Application

Date:		Position Applied For:	
Full Name:		Phone:	
Address:		Email:	

Eligibility & Position

Are you legally eligible for employment in the United States? (verification required) Yes No

Applicant seeking: Permanent Position Seasonal Position Other: _____

If necessary, are you available to work overtime? Yes No

Are you available to work non-standard hours? Yes No

I will be able to report to work _____ day(s) / week(s) after being notified that I am hired.

Essential Functions & Qualifications

The following questions relate to your ability to perform the essential functions of positions at KRAA. Reasonable accommodation will be considered for qualified individuals with disabilities in accordance with the Americans with Disabilities Act and the Alaska Human Rights Act.

Are you able to perform the essential functions of the position for which you are applying, with or without reasonable accommodation? Yes No Yes, with reasonable accommodation

If required for this position, are you able to lift and carry up to 50 lbs. repeatedly over distances of up to 100 yards, with or without reasonable accommodation? Yes No Yes, with reasonable accommodation

Do you hold a valid driver's license? Yes No If yes, issuing state: _____

Are you at least 18 years of age, or able to provide a valid work permit authorizing employment? Yes No

I am able to meet the attendance and reporting requirements of this position, including scheduled travel to remote or off-site work locations, **with or without reasonable accommodation.** Yes No Yes, with reasonable accommodation

If required for this position, are you legally eligible to possess and handle a firearm under federal and Alaska state law? Yes No

If required for this position, are you able to travel by small aircraft, including float planes, as a condition of reaching your assigned work site? Yes No

Education

	School Name & Address	Years Completed	Field of Study	Degree / Graduate
High School				

	School Name & Address	Years Completed	Field of Study	Degree / Graduate
College / University				
Technical / Trade School				
Other / Military Service				

References

List three professional or personal references who are not relatives.

Name	Years Known	Address	Phone	Occupation

Employment History

List most recent employment first. Include seasonal and temporary positions. Account for all periods, including unemployment. Attach additional sheet if necessary.

Employer	Position & Duties	Dates / Reason for Leaving
Employer Name, Address & Phone:	Position Title & Duties:	Dates Employed: From _____ To _____
		Reason for Leaving:
	Supervisor Name: Direct Phone:	
Employer Name, Address & Phone:	Position Title & Duties:	Dates Employed: From _____ To _____
		Reason for Leaving:
	Supervisor Name: Direct Phone:	
Employer Name, Address & Phone:	Position Title & Duties:	Dates Employed: From _____ To _____
		Reason for Leaving:

Employer	Position & Duties	Dates / Reason for Leaving
	Supervisor Name: _____ Direct Phone: _____	
Employer Name, Address & Phone:	Position Title & Duties:	Dates Employed: From _____ To _____
		Reason for Leaving:
	Supervisor Name: _____ Direct Phone: _____	

Skills & Qualifications

Types of computers and electronic or mechanical equipment you are qualified to operate or repair:

Professional licenses, certifications, or registrations:

Additional skills, language proficiencies, or other information relevant to this position:

Applicant Acknowledgment & Authorization

INFORMATION TO THE APPLICANT

Your personal and employment references may be contacted. If you have misrepresented or omitted any facts on this application, including unexplained gaps in employment, and are subsequently hired, you may be discharged from employment. You may make a written request for information derived from the checking of your references.

If offered employment, you will complete Form I-9 at the KRAA office during onboarding and must present documents establishing your identity and employment authorization. You may choose from any valid combination on the I-9 Lists of Acceptable Documents, available at uscis.gov/i-9-central.

I certify that the information provided on this application is true and complete to the best of my knowledge and authorize Kodiak Regional Aquaculture Association (KRAA) to verify its accuracy and to contact any references, former employers, supervisors, or other individuals who may have knowledge of my work performance, employment history, or professional conduct. I understand that omissions, including unexplained gaps in employment history, may be treated as misrepresentation.

I hereby release KRAA to use this information to make an employment decision and release KRAA from any liability for decisions made based on information provided.

I understand, as a prerequisite to employment with KRAA, I may be subject to a background check. Written permission will be obtained before the background check is initiated.

In the event of employment, I understand that false or misleading information given in my application materials may result in discharge. I understand, also, that I am required to abide by all rules and regulations of the employer.

I HEREBY UNDERSTAND AND ACKNOWLEDGE THAT, IF HIRED, MY EMPLOYMENT RELATIONSHIP WITH THIS ORGANIZATION WOULD BE OF AN "AT WILL" NATURE, WHICH MEANS THAT THE EMPLOYEE MAY RESIGN AT ANY TIME AND THE EMPLOYER MAY DISCHARGE THE EMPLOYEE AT ANY TIME FOR ANY OR NO REASON. IT IS FURTHER UNDERSTOOD THAT THIS "AT WILL" EMPLOYMENT RELATIONSHIP MAY NOT BE CHANGED BY ANY WRITTEN

DOCUMENT OR CONDUCT UNLESS SUCH CHANGE IS SPECIFICALLY ACKNOWLEDGED IN WRITING BY THE EXECUTIVE DIRECTOR OF THIS ORGANIZATION.

Signature of Applicant

Date

Fax: 907-486-4105 | Email: kraa@kraa.org | Or email directly to the contact listed on the job posting.

Kodiak Regional Aquaculture Association is an equal opportunity employer and does not discriminate on the basis of race, color, religion, sex, national origin, age, disability, veteran status, or any other characteristic protected by federal or state law, including the Alaska Human Rights Act.

Employer Section — Do Not Write Below This Line

Date Received:	Reviewed By:	Position:	Disposition: