



APPLICATION FOR EMPLOYMENT

Connecticut Airport Authority is an equal opportunity employer. No question on this application is intended to obtain information to be used for discrimination.

Connecticut Airport Authority has a vital interest in providing its employees with a safe, healthful and efficient work environment. It is the Company's policy to maintain a work place free from drug and/or alcohol misuse and abuse.

Employment will be subject to a satisfactory background check to be granted appropriate security clearance, a post-offer medical examination (if required for the position that is offered) and a drug screening in accordance with state and federal law. Your signature on this form is your consent to the drug test.

PERSONAL

Last Name		First		Middle	
Present Street Address				Cell Phone	
City, State, Zip				Home Phone	
Position Applied for				Salary Requirement	
Source of Referral:				Date Available for Employment	
Are you authorized to work in the U.S.?		Have you ever been employed by the CAA, its predecessors or affiliates?			
Do you have any friends or relatives who work for the CAA? (Provide names and relation)			Have you any contract, non-compete, secrecy or patent obligations that would in any way restrict your efforts for our company?		

EDUCATION

List all Schools Attended	Name and Address of school	Scholastic Average	Did you Graduate?		Degree	Major Course of Study
			Yes	No		
High/Prep School						
College						
Graduate						
Additional Education Trade School				Licenses or Certificates (e.g. professional, legal, financial, engineering)		
<p>Have there ever been any actions against your licenses(s) or certification(s)? If yes provide a detailed explanation about the nature of the action and current status.</p> <p>Do you possess a driver's license? Yes <input type="checkbox"/> No <input type="checkbox"/></p> <p>Issued by _____ Type _____ Number _____</p>						
What languages do you:	Speak	Read	Write			

Your name(s) when in school, if different than your present name:

U.S. MILITARY RECORD

BRANCH OF SERVICE	RANK HELD:	
	ENTRY:	RELEASE:
IDENTIFY MILITARY TRAINING AND DUTIES THAT YOU BELIEVE ARE RELEVANT TO YOUR EMPLOYMENT:		

EMPLOYMENT HISTORY USE SEPARATE SHEET IF NEEDED

PRESENT & FORMER EMPLOYERS List Most Recent First	Salary/Wage		MAY WE CONTACT YOUR PRESENT EMPLOYER? YES NO	
	Starting	Leaving		
Company Name			Job Title & Duties	
Address			Dates of Employment	From To
City, State, Zip			Reason for Leaving	
Supervisor (and phone number, if known)			Your Name When Employed (If Different From Present Name)	
Company Name			Job Title & Duties	
Address			Dates of Employment	From To
City, State, Zip			Reason for Leaving	
Supervisor (and phone number, if known)			Your Name When Employed (If Different From Present Name)	
Company Name			Job Title & Duties	
Address			Dates of Employment	From To
City, State, Zip			Reason for Leaving	
Supervisor (and phone number, if known)			Your Name When Employed (If Different From Present Name)	
Company Name			Job Title & Duties	
Address			Dates of Employment	From To
City, State, Zip			Reason for Leaving	
Supervisor (and phone number, if known)			Your Name When Employed (If Different From Present Name)	

Please account for any time you were not employed after leaving school in the past ten years (you need not list any unemployment periods of one month or less).

<u>Time Period(s)</u>	<u>Reason for Unemployment</u>

Do you have other employment that you intend to continue if employed by the CAA? Yes No
 If yes, please attach a list company name(s), position(s), and hours worked.

Is there any reason why any of your past employers would give you a negative reference? Yes No
 If yes, please attach a list of which one(s) and the reason(s).

REFERENCES (other than relatives)

Name	Phone	Occupation	Yrs. Known

PLEASE READ THIS CAREFULLY BEFORE SIGNING THIS APPLICATION.

- I understand that nothing in this employment application, in the CAA policy statement or personnel guidelines, or in my communications with any CAA official is intended to create an employment contract between the CAA and me.
- I understand that the CAA has the right to modify its policies without my agreement and without giving me any notice of the changes. No promises regarding employment have been made to me and I understand that no such promise or guarantee is binding upon the CAA unless it is made in writing and signed by a company officer.
- I understand that employment will be subject to my submitting documentary proof of my identity and legal eligibility to work.
- I understand that if I am employed, such employment is, unless superseded by collective bargaining agreement, is at- will and for an indefinite period of time, and that the CAA or I may terminate my employment at any time for any reason, with or without cause.
- The CAA also has the right to change wages, benefits and other terms of and conditions of my employment at any time, unless my position is subject to a collective bargaining agreement.
- I hereby authorize the CAA to verify any of the statements made in my application for employment; to solicit documents or information related to the information on my application, including matters of education, employment or opinion related to character, ability and past conduct; and I hereby authorize the release of such information in written and/or verbal form to the CAA. I hereby release all organizations, institutions, companies and individuals from all liability for any damage for releasing this information. A copy or facsimile transmittal of this authorization shall be acceptable as my valid authorization for the above.
- I authorize investigation of all statements contained in this application and I understand that misrepresentation or omissions of facts are cause for withdrawal of employment offers and/or termination of employment. I hereby affirm that to the best of my knowledge all answers to the foregoing are true and correct.
- Pursuant with the Immigration Reform and Control Act of 1986, newly hired employees must furnish proof of eligibility for employment in the United States.
- Applicants are responsible for the costs associated with providing documentation from a recognized USA accredited service which specializes in determining foreign education equivalencies for degrees from institutions of higher learning located outside of the United States.

SIGNATURE OF APPLICANT

DATE

NAME: _____ **DATE:** _____

GOVERNMENT REPORTING INFORMATION

Federal and State Laws prohibit discrimination because of Race and Sex. The following information is requested so that the Company may comply with reporting regulations under these laws. To assist us in complying with these reporting requirements, you may voluntarily answer the following by checking one box for race and one for sex.

Check one:

_____ Female

_____ Male

Check one:

_____ White (Not Hispanic Origin)

_____ Black (Not Hispanic Origin)

_____ Hispanic

_____ Asian or Pacific Islander

_____ American Indian or Alaskan Native

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Attachment 1

Before answering the question about criminal records, please read this section carefully.

1. You are not required to disclose the existence of any arrest, criminal charge or conviction, the records of which have been erased pursuant to Section 46b-146, 54-760 or 54-142a of the Connecticut General Statutes.
2. Criminal records subject to erasure pursuant to Section 46b-146, 54-760 or 54-142a are records pertaining to a finding of delinquency or that a child was a member of a family with service needs, an adjudication as a youthful offender, a criminal charge that has been dismissed or nolle, a criminal charge for which the person has been found not guilty or a conviction for which the person received an absolute pardon, and
3. Any person whose criminal records have been erased pursuant to Section 46b-146, 54-760 or 54-142a shall be deemed to have never been arrested within the meaning of the general statutes with respect to the proceedings so erased and may so swear under oath.

Question: Have you ever been convicted or pled guilty of a crime, excluding misdemeanors and summary offenses? (A past conviction is not an automatic bar to employment with the CAA.)

If yes, explain: _____

Signature: _____

Print Name: _____

Date: _____