



Name: Last _____		First _____		Middle _____		Today's Date _____	
Home Address _____			City _____		State _____		Zip _____
Phone: Home _____		Cell _____		Position Desired _____		Hourly Wage or Salary Desired \$ _____	
Email _____						Would you consider a temp to perm position? Y or N	
Have you previously been employed by Puente Enterprises, Inc.? Yes ___ No ___ List location, dates and position and title: _____				Do you have relatives/friends who are currently employed by Puente Enterprises? Yes ___ No ___ If so, list names and position: _____			
Division applying for		Corporate		Do you Smoke?		If Yes, check all that apply	
Retail/Newsstands _____ Food & Beverage _____		Executive Management _____ Accounting _____		Yes _____		Cigarettes _____ Pipe _____	
Quick Service _____ Currency _____		Human Resources _____		No _____		Vapor-less _____ Other _____	
How were you referred to Puente Enterprises? By current employee? Employee name: _____ Online: _____ Which posting?: _____ School Posting _____ Which campus? _____ Walk-in: _____ Newspaper: _____ Which Publication? _____ Other _____							
Have you ever been convicted of, found guilty of, plead guilty to, had adjudication withheld or plead no contest to a felony or misdemeanor? No _____ Yes _____ Explain: _____				Are you authorized to work in the U.S.? Yes _____ No _____			
Can you work overtime? Yes _____ No _____ If no explain: _____		Can you work overtime without prior notice? Yes _____ No _____		Can you work Saturdays? Yes _____ No _____		Can you work Sundays? Yes _____ No _____	
Indicate dates/times available to work No preference: _____ Wednesday _____ Saturday _____ Monday _____ Thursday _____ Sunday _____ Tuesday _____ Friday _____				Employment Desired Full-Time Only _____ Part-Time Only _____ Full or Part Time _____			
Is there any information we would need about your name or use of another name for us to check your work record? Yes: _____ No: _____ If yes, explain: _____							

EDUCATION

High School/Vocational School				
Name of School:	Location	Dates attended	Course of Study	Did you graduate?
University/College				
Name of School:	Location	Dates attended	Course of Study	Did you graduate?
Name of School:	Location	Dates attended	Course of Study	Did you graduate?
Technical Training or Other Education				
Name of School:	Location	Dates attended	Course of Study	Did you graduate?
Name of School:	Location	Dates attended	Course of Study	Did you graduate?

EMPLOYMENT RECORD: List the most recent position first:

Name of Employer		Address – street, city, state and zip code		Telephone Number	
Dates of Employment		Position held	Wage/Salary earned	May we contact this employer?	
Describe your duties			Reason for leaving?		Supervisor

Name of Employer		Address – street, city, state and zip code		Telephone Number	
Dates of Employment		Position held	Wage/Salary earned	May we contact this employer?	
Describe your duties			Reason for leaving?		Supervisor
Name of Employer		Address		Telephone Number	
Dates of Employment		Position held	Wage/Salary earned	May we contact this employer?	
Describe your duties			Reason for leaving?		Supervisor
Name of Employer		Address – street, city, state and zip code		Telephone Number	
Dates of Employment		Position held	Wage/Salary earned	May we contact this employer?	
Describe your duties			Reason for leaving?		Supervisor

REFERENCES

Please do not include relatives

Name	Occupation	Years Known	Telephone

In case of Emergency, please contact _____ Phone _____

Applicant's Statement

I certify the information given herein to be true and complete to the best of my knowledge.

I authorize investigation of all statements contained in this application for employment as may be necessary in arriving at any employment decision. This application for employment shall be considered active for a period of time not to exceed 45 days. Any applicant wishing to be considered for employment beyond this time period should inquire as to whether or not applications are being accepted at that time.

I understand that Puente Enterprises, Inc. is a Drug Free Workplace and Smoke free environment and that an extensive background check will be conducted on all new hires.

I hereby understand and acknowledge that, unless otherwise defined by applicable law, any employment relationship with this organization is of an "at will" nature, which means that employment may be terminated by either party for any reason with or without cause or notice. It is further understood that this "at will" employment relationship may not be changed by any written document or by conduct unless such a change is specifically acknowledged in writing by an authorized executive of this organization.

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

Signature of Applicant

Date

We are an equal opportunity employer, dedicated to a policy of non-discrimination in employment on any basis including race, color, religion, gender, sexual preference, national origin, age, marital status, disability, veteran status, or any other legally protected characteristics that does not prohibit performance of essential job functions. No question in this application is intended to secure information to be used for such discrimination. This application will be given every consideration, but its receipt does not imply that the applicant will be employed.

CRIMINAL HISTORY RECORDS CHECK (COMPLETE FOR INITIAL APPLICANTS ONLY)

All airports require thorough background checks on all employees applying for an airport badge. Have you been convicted or found not guilty by reason of insanity, in any jurisdiction, during the previous 10 years, of any of the below crimes?

(Please answer each question below)

DISQUALIFYING CRIMES	YES	NO	DISQUALIFYING CRIMES	YES	NO
Forgery of certificates, false making of aircraft, and other aircraft registration violations.			Unlawful possession, use sale, distribution, or manufacture of an explosive or weapon.		
Interference with air navigation.			Extortion.		
Improper transportation of a hazardous material.			Armed or felony unarmed robbery.		
Aircraft piracy.			Distribution of, or intent to distribute, a controlled substance.		
Interference with flight crewmembers or flight attendants.			Felony arson.		
Commission of certain crimes aboard aircraft in flight.			A felony involving a threat.		
Carrying a weapon or explosive aboard an aircraft.			A felony involving willful destruction of property.		
Conveying false information and threats.			A felony involving importation or manufacture of a controlled substance.		
Aircraft piracy outside the special aircraft jurisdiction on the United States.			A felony involving burglary.		
Lighting violations involving transporting controlled substances.			A felony involving theft.		
Unlawful entry into an aircraft or airport area that serves air carriers or foreign air carriers contrary to established security requirements.			A felony involving dishonesty, fraud, or misrepresentation.		
Destruction of an aircraft or aircraft facility.			A felony involving possession or distribution of stolen property.		
Murder.			A felony involving aggravated assault.		
Assault with intent to murder.			A felony involving bribery.		
Espionage.			A felony involving illegal possession of a controlled substance punishable by a maximum term of imprisonment of more than one year.		
Sedition.			Rape or aggravated sexual abuse.		
Kidnapping or hostage taking.			Violence at international airports.		
Treason.			Conspiracy or attempt to commit any of the criminal acts listed in this paragraph.		

APPLICANT ACKNOWLEDGMENT

Applicant Signature

Date

Birth State

Country of Birth

Notice: Federal Regulations under 49 CFR 1542.209(1) imposes a continuing obligation to disclose to the airport operator within 24 hours if you are convicted of any disqualifying criminal offense that occurs while you have unescorted access authority.