



Aviation Advisory Agency SarL.

Aircraft Maintenance, Spares, Sales and Cost Analysis Employment Application

Position Information

Job Title: Mechanic, Stock Keeping
 Department/Office: _____
 Recruitment Number: _____

Please supply Picture

Personal Information

Name: _____
 Address: _____
 City, Country: _____
 Home Phone: _____
 Work Phone: _____
 Message Phone: _____
 E-mail Address: _____
 Date of Birth: _____
 Place of Birth: _____
 Nationality: _____
 Driving License: _____

Education Information

List enough education and training (college, nursing, trades, business or other schools) to meet the requirements specified in the job announcement. Under Number of Credits earned, be sure to indicate quarter, semester or clock hours.

High School Diploma/GED certificate (yes or no): _____

Name & Location:			
Major:		Degree/Certification Earned:	

Name & Location:			
Major:		Degree/Certification Earned:	

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Major:		Degree/Certification Earned:	



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Clerical/Computer Skills

Typing Speed (wpm)		MS Word
Ten-Key Adding Machine		MS Excel
Supervisory Experience		MS Access
Maintaining a filing system		WordPerfect
Bookkeeping		Others
Proofreading documents for grammar, spelling and sentence structure		
Editing documents for form, content and consistency		
Public Contact answering routing questions		
Public Contact dealing with angry, confused or hostile persons		

Please indicate other Banner modules that you have worked with:	
Please list other computer application packages in which you are proficient:	

Language

English		Fluently, Average, Trying, Not at All
German		Fluently, Average, Trying, Not at All
Luxembourgish		Fluently, Average, Trying, Not at All
French		Fluently, Average, Trying, Not at All
Others please specify		Fluently, Average, Trying, Not at All
		Fluently, Average, Trying, Not at All
		Fluently, Average, Trying, Not at All
		Fluently, Average, Trying, Not at All
		Fluently, Average, Trying, Not at All

Writing

English		Fluently, Average, Trying, Not at All
German		Fluently, Average, Trying, Not at All
Luxembourgish		Fluently, Average, Trying, Not at All
French		Fluently, Average, Trying, Not at All
Others please specify		Fluently, Average, Trying, Not at All
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		Fluently, Average, Trying, Not at All
		Fluently, Average, Trying, Not at All

Diploma

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Job History Information

Employer:		City/State:	
Your Job Title:		Supervisor (name/phone):	
From (mm/yy):		To (mm/yy):	
Gross monthly salary:		Average hours worked/week:	
Major Duties of Job:			

Employer:		City/State:	
Your Job Title:		Supervisor (name/phone):	
From (mm/yy):		To (mm/yy):	
Gross monthly salary:		Average hours worked/week:	
Major Duties of Job:			

Employer:		City/State:	
Your Job Title:		Supervisor (name/phone):	
From (mm/yy):		To (mm/yy):	
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Your Job Title:		Supervisor (name/phone):	
From (mm/yy):		To (mm/yy):	
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Employer:		City/State:	
Your Job Title:		Supervisor (name/phone):	
From (mm/yy):		To (mm/yy):	
Gross monthly salary:		Average hours worked/week:	
Major Duties of Job:			

Please specify the reason for your Application at Aviation Advisory Agency



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Affirmative Action Information

Gender (check one): Male Female

Married Children Single
Divorced Previously Convicted

Severe Disability Information

Do you have a Severe Disability? Yes No

You must submit a Luxembourg Health Insurance, Department of Human Resources "Person with Severe Disability Eligibility Notice" with your application.

Advertising Information

Where did you hear about this position?

- Newspaper
- AAA Web Page
- Other Web Page
- Luxembourg Employment Department
- Friend/Co-worker
- Other Source
-
-
-

Please specify which newspaper: _____

Please specify which web page: _____

Please specify other source: _____

Salary expectation _____

I certify that all information given in this job application is true and complete to the best of my knowledge. I understand that any statement that is false, fraudulent or misleading may result in the rejection of my application, denial of employment, and dismissal from state service if discovered after employment.

Signature

Date