



CONFIDENTIAL

Ref: HKA/FOP/INT/

PIC >3000 <3000
Jet >3000 >1500 <1500 (Official use only)

APPLICATION FOR EMPLOYMENT – FLIGHT CREW

Photo Insert	Post applied for :	<input type="checkbox"/> A330 <input type="checkbox"/> A320	
		<input type="checkbox"/> Type-Rated (last flown on type within 12 months)	
		<input type="checkbox"/> Non-Type-Rated	
	<input type="checkbox"/> Captain <input type="checkbox"/> First officer		
Current Aircraft Type & Position			
Interview Date Available			
Preferred interview location other than HKG			
Notice period required by current employer			
How did you hear about this job?		<input type="checkbox"/> Website: <input type="checkbox"/> HKA website <input type="checkbox"/> others: _____ (please specify)	
		<input type="checkbox"/> Agent: _____ (please specify)	
		<input type="checkbox"/> Friend/ex-colleague: <input type="checkbox"/> HKA employee <input type="checkbox"/> Others	
		<input type="checkbox"/> Careers Fair: _____ (please specify)	
		<input type="checkbox"/> Others: _____ (please specify)	

1. PERSONAL PARTICULARS

Please ensure the following information is exactly as it is in your passport.

LAST NAME		First Name			
Middle Name <i>(if any)</i>		Chinese Name <i>(if any)</i>		Gender:	

Date of Birth: <i>DD / MM / YY</i>		Country of Birth:		Nationality:	
<u>Primary</u> Passport No:		Place of Issue: (primary)		Date of Expiry: <i>DD / MM / YY</i> (primary)	
<u>Secondary</u> Passport No: <i>(if any)</i>		Place of Issue: (secondary)		Date of Expiry: <i>DD / MM / YY</i> (secondary)	
HKID Card No: <i>(if any)</i>		Date of Issue: <i>DD / MM / YY</i> (HKID)		Marital Status:	No. of Children:

CORRESPONDENCE ADDRESS:					
Mobile No:				Home Tel. No:	
Primary Email:				Secondary Email:	

PERMANENT RESIDENCE ADDRESS: <i>(if different from above)</i>	

2. HIGHEST EDUCATION STANDARD REACHED

Dates		Level	Subject/Major	Secondary School/University
From	To			
<i>MM/YY</i>	<i>MM/YY</i>			

3. RECORD OF EMPLOYMENT

3A. PRESENT EMPLOYMENT						
Date From (<i>MM/YY</i>)		Full Name & Country of the Employer				
Position Held		Immediate Supervisor (Name, position and Email Address)		Annual Salary in USD	Reason for Leaving	
Do you object to Hong Kong Airlines referring to your present employer ? <input type="checkbox"/> YES <input type="checkbox"/> NO If YES , please give reasons: _____						
3B. PREVIOUS AVIATION RELATED EMPLOYMENT (<i>list in <u>reverse</u> chronological order</i>)						
Dates		Name & Country of the Company	Position Held	Aircraft Type Flown	Annual Salary USD	Reason for Leaving
From	to					
<i>MM/YY</i>	<i>MM/YY</i>					
Do you object to Hong Kong Airlines referring to your previous employers ? <input type="checkbox"/> YES <input type="checkbox"/> NO If YES , please give reasons: _____						

4. OTHER TECHNICAL QUALIFICATIONS (list in reverse chronological order)

Dates		Qualification/Course (e.g. TRI/TRE/GTI)	Licence Details (If Applicable)	Obtained From
From	To			
MM/YY	MM/YY			

5. FLYING EXPERIENCE (list in reverse chronological order)

5A. CIVIL AIRCRAFT EXPERIENCE

Please list ALL civil aircraft type flown (excluding SIM hours)

AIRCRAFT TYPE	EFIS?	Jet?	MTWA (kg)	Min. No Of Pilot	HOURS FLOWN AS (correct to the nearest hour)						
					COMMANDER		CO-PILOT				
					P1	DATE OF LAST FLIGHT DD/MM/YY	P1 U/S or CRUISE CAPTAIN	P2	P2X / P3	DATE OF LAST FLIGHT DD/MM/YY	
	<input type="checkbox"/> YES <input type="checkbox"/> NO	<input type="checkbox"/> YES <input type="checkbox"/> NO									
	<input type="checkbox"/> YES <input type="checkbox"/> NO	<input type="checkbox"/> YES <input type="checkbox"/> NO									
	<input type="checkbox"/> YES <input type="checkbox"/> NO	<input type="checkbox"/> YES <input type="checkbox"/> NO									
	<input type="checkbox"/> YES <input type="checkbox"/> NO	<input type="checkbox"/> YES <input type="checkbox"/> NO									
	<input type="checkbox"/> YES <input type="checkbox"/> NO	<input type="checkbox"/> YES <input type="checkbox"/> NO									
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	<input type="checkbox"/> YES <input type="checkbox"/> NO	<input type="checkbox"/> YES <input type="checkbox"/> NO									
	<input type="checkbox"/> YES <input type="checkbox"/> NO	<input type="checkbox"/> YES <input type="checkbox"/> NO									
	<input type="checkbox"/> YES <input type="checkbox"/> NO	<input type="checkbox"/> YES <input type="checkbox"/> NO									
	<input type="checkbox"/> YES <input type="checkbox"/> NO	<input type="checkbox"/> YES <input type="checkbox"/> NO									
	<input type="checkbox"/> YES <input type="checkbox"/> NO	<input type="checkbox"/> YES <input type="checkbox"/> NO									
	<input type="checkbox"/> YES <input type="checkbox"/> NO	<input type="checkbox"/> YES <input type="checkbox"/> NO									
TOTAL HOURS:											Total:

Details of civil registered aircraft on which professional privileges were exercised in the last 5 years	Aircraft Type	Engine (e.g. CFM56)	MTWA (kg)

5B. MILITARY FLYING EXPERIENCE (If Applicable)

AIRCRAFT TYPE	EFIS YES / NO	HOURS FLOWN AS				
		COMMANDER		CO-PILOT		
		P1	DATE OF LAST FLIGHT DD/MM/YY	P1 (U/S)	P2	DATE OF LAST FLIGHT DD/MM/YY
TOTAL HOURS:						Total:

5C. FLYING HOURS SUMMARY

Pilot-in-command Flight Time	P1	P1 U/S
Total Jet Hours	P1	P1 U/S & P2

5D. LICENCES

ARE YOU AN ATPL (Air Transport Pilot's Licence) HOLDER?

YES NO

Note: Only one foreign licence will be accepted for conversion and that licence must have been obtained through examination. Please indicate applicable licence first (1).

LICENCE DETAILS (1) – This licence will be used for HKCAD conversion				
State of Issue	Licence Type	Number	Date Issue	Valid Until
Aircraft Type(s) on This Licence				
Instrument Rating (Last Renewal Date)	Multi Engine:		Single Engine:	
Radio Telephony Licence Number:		Period of Validity		to
Class One Medical Certificate Number:		Period of Validity		to
ICAO English Level :		Period of Validity		to
Examinations with date of pass (<u>ATPL papers ONLY</u>)	Flight Planning And Flight Monitoring			
	Navigation			
	Instruments			
	Meteorology Theory			
	Meteorology Practical			
	Radio Aids			
Human Performance				

LICENCE DETAILS (2)				
State of Issue	Licence Type	Number	Date Issue	Valid Until
Aircraft Type(s) on This Licence				
Instrument Rating (Last Renewal Date)	Multi Engine:		Single Engine:	
Radio Telephony Licence Number:		Period of Validity		to
Class One Medical Certificate Number:		Period of Validity		to
ICAO English Level:		Period of Validity		to

5E. DETAILS OF OTHER LICENCES

Please list ALL Licences except the two mentioned in part **5D** (list in **reverse** chronological order)

Date Issue	State of Issue	Licence Type

5F. CPL EXPERIENCE (FOR CPL HOLDER ONLY)

Do you have a frozen ATPL?

YES NO

Please fill in ALL boxes

Details of day cross-country with a flight of 300NM with two intermediate stops			
Cross-country Flight Time as P1			
Details of night cross-country with two flight of 65NM from point of departure			
Night Cross-country Flight Time as P U/T (Dual)			
No. of Night Solo Take-off / Night Solo Full-stop Landing	Take-off		Landing
Night Flight Time	P1	P1 U/S	P U/T (Dual)

6. REFERENCES

Please give names and contact details of two persons whom we may approach for a reference, one of whom should preferably be from your present employer.

	Name	Relationship	Email address
1.			
2.			

7. HONG KONG AIRLINES REFERENCES *(If Applicable)*

Please give the names of contacts in Hong Kong Airlines whom you know and state your connection.		
1.		Staff no.:
2.		Staff no.:

8. ADDITIONAL INFORMATION

Please outline any interests, hobbies or activities you like to pursue during your leisure time.

Please give your reasons for wishing to join Hong Kong Airlines.

9. QUESTIONNAIRE

ANSWER THE FOLLOWING QUESTION BY CHOOSING \surd 'YES' OR 'NO' IN THE BOXES PROVIDED. <i>IF 'YES' GIVE DETAILS IN THE RIGHT HAND MARGIN.</i>		
1. Have you ever been charged with or convicted of any criminal offence?	<input type="checkbox"/> YES <input type="checkbox"/> NO	
2. Has any bankruptcy action ever been taken against you?	<input type="checkbox"/> YES <input type="checkbox"/> NO	
3. Has any court judgment or order ever been made against you ordering you to pay a debt to someone?	<input type="checkbox"/> YES <input type="checkbox"/> NO	
4. Have you signed a promissory note or any acknowledgement of indebtedness for which the amount pledged has not already been fully paid?	<input type="checkbox"/> YES <input type="checkbox"/> NO	
5. Have you ever applied to Hong Kong Airlines, Hong Kong Express, Hong Kong Air Cargo Carrier, Hainan Airlines or its subsidiaries?	<input type="checkbox"/> YES <input type="checkbox"/> NO	<input type="checkbox"/> Hong Kong Airlines <input type="checkbox"/> Hong Kong Express <input type="checkbox"/> Hong Kong Air Cargo Carrier <input type="checkbox"/> Hainan Airlines or its subsidiaries Details:
6. Have you ever been employed to Hong Kong Airlines, Hong Kong Express, Hong Kong Air Cargo Carrier, Hainan Airlines or its subsidiaries?	<input type="checkbox"/> YES <input type="checkbox"/> NO	<input type="checkbox"/> Hong Kong Airlines <input type="checkbox"/> Hong Kong Express <input type="checkbox"/> Hong Kong Air Cargo Carrier <input type="checkbox"/> Hainan Airlines or its subsidiaries Details:

7. Do you have relatives employed with Hong Kong Airlines, Hong Kong Express, Hong Kong Air Cargo Carrier, Hainan Airlines or its subsidiaries? If yes, please give details.	<input type="checkbox"/> YES <input type="checkbox"/> NO	
8. Have you suffered from any mental illness or disability for which you have received medical treatment? (e.g. diabetes, tuberculosis, epilepsy, asthma, etc.)	<input type="checkbox"/> YES <input type="checkbox"/> NO	
9. Do you have any endorsement and/or restrictions on your pilot medical certificate?	<input type="checkbox"/> YES <input type="checkbox"/> NO	
10. Have you been grounded for medical reasons or has the renewal of your licence ever been deferred on medical grounds?	<input type="checkbox"/> YES <input type="checkbox"/> NO	
11. Are you or have you been dependant on alcohol and / or drugs?	<input type="checkbox"/> YES <input type="checkbox"/> NO	
12. Have you been involved in any flying incidents / accidents?	<input type="checkbox"/> YES <input type="checkbox"/> NO	

Personal Information Collection Declaration

I **give** my consent for Hong Kong Airlines Limited (the “Company”) to use this information and all subsequent information provided for recruitment related purposes. I understand that the Company will retain the information provided. I declare that all information given by me herein is true and complete to the best of my knowledge and that I have not withheld any relevant particulars. This declaration shall, if I am employed by the Company, be part of my contract service. I accept that if any of the information given by me in this application for employment is, in any way false, or incorrect, the Company shall have the right to dismiss me without notice and without assigning any reason and I shall reimburse the Company for all costs connected with my training.

I also **give** my consent for Hong Kong Airlines Limited to use my information for making submission or to submit on my behalf my application to the Hong Kong Civil Aviation Department (HKCAD) for purpose of licence conversion without my signature appended to the application form.

I further undertake to append my signature before I receive my Hong Kong licence in the event my application for the licence conversion is successful.

Date (DD/MM/YY):

Signature:

Personal data provided by the applicant will be used by Hong Kong Airlines Limited (the “Company”) to assess the suitability of each candidate. It is the Company policy to retain personal data for possible future recruitment purposes. Under the Personal Data (Privacy) Ordinance, an applicant has the right to request access to, and the correction of, personal data in relation to his/her application. If an applicant wishes to exercise these rights, he/she must complete a “Personal Data Access Form” and forward it to the Personnel Department.