

Ahtna, Incorporated Shareholder Internship Application

2009 Shareholder Internships

Ahtna is accepting applications for additional internships. Applicants must have completed high school by June 2009, have a 3.0 grade point average or higher, and be attending college in the fall. An applicant must be an Ahtna shareholder or a descendant of a shareholder. If you are interested in an Ahtna internship, please contact Ahtna's Human Resources Department at 907.868.8250 for an application packet.

What is the Ahtna Shareholder Internship Program?

The Ahtna Internship Program provides work experience to Ahtna, Inc. shareholders and their descendants, to assist them in achieving successful employment within the Ahtna family of companies. Interns receive valuable on-the-job training in one of many specialized fields. Work experience adds meaning to classroom instruction and allows interns to explore their career options.

Shareholders and descendants are eligible to participate in the Internship Program if:

- They are a recent high school graduate or a college student at an accredited university;
- They are enrolled in a degree program attending at least 12 credit hours per semester; and
- They have at least a 2.5 high school GPA and, if applicable, at least a 2.5 college GPA.

Preference is given to applicants majoring in a business-related field.

What is an Intern?

An intern is a college student working for Ahtna or one of its subsidiaries for 20 hours per week, while attending school full-time. Interns may continue working in the summer.

Interns are paid a competitive internship wage. Interns are reimbursed for tuition, books and fees, but must repay costs associated with classes they do not pass.

Where are Interns Placed?

College students selected as interns will be placed with Ahtna or a subsidiary. Assignments are made within a variety of departments and disciplines. Potential opportunities for interns include:

Ahtna Corporate, Anchorage, AK

- Accounting / Finance
- Information Technology
- Marketing / Communications
- Corporate Administration
- Human Resources

Ahtna Headquarters, Glennallen, AK

- Natural Resources

Ahtna Subsidiaries

- Ahtna Construction & PPC
- Koht'aene Enterprises Co.
- Ahtna Technical Services
- AhtnaSTS
- Ahtna Development Corp.
- Ahtna Government Services Co.
- Ahtna Engineering Services

How do I apply?

Interns must submit a completed application packet, to be considered, the following must be included:

- Internship Program Application
- Shareholder Talent Bank Form
- Resume
- Letter of Acceptance
- Two letters of recommendation
- Copy of high school and (if applicable) college transcripts

If you have questions regarding this program, please direct them to the Human Resources Department by calling 907.868.8250 or emailing jedwin@ahntna.net.

Send completed applications to: Ahtna, Inc. 406 W Fireweed Lane, Suite 101, Anchorage AK 99503

Telephone 907-868-8250 Fax 907-868-8268 Email: jedwin@ahntna.net Website: www.ahntna-inc.com

All application items must be submitted as a complete package. Incomplete applications will not be reviewed.

Applications must be faxed by the deadline date for each session. Notification about the status of your application will be e-mailed to you. Updated 8/22/08

Ahtna, Incorporated Shareholder Internship Application

1. General Information		Correspondence will be mailed to your permanent address	
Last Name	First Name	Middle Initial	Social Security Number
Your Permanent Address		City	State Zip Code
Your Current Address		City	State Zip Code
Telephone Numbers (include area code) - Home		Work	Cell
Other Names Used – on employment or educational records		Are you under the age of 18?	
Email (if any)		Date of Birth	Gender
Have you applied for the Internship before (where and when)		Have you ever worked for Ahtna, Inc before (Where and When)	

2. Eligibility			
<input type="checkbox"/> Shareholder	<input type="checkbox"/> Descendant		
If you are a direct lineal descendant please fill out this section completely:			
Original Enrollee Name (Last, First, MI)		Other Names Used:	
<input type="checkbox"/> Parent	<input type="checkbox"/> Grandparent	<input type="checkbox"/> Great-Grandparent	<input type="checkbox"/> Other*
*If Other, Please Explain:			

3. Education					
High School Graduation Date / /			OR GED Date / /		
List all education you have received: (include any special training, apprenticeships, vocation, military training or business schools)					
Name of School	Location (City & State)	Type (Vocational, College, University, Training)	Number of Years Completed	Courses of Study	Degree, Certificate, or Diploma
Please indicate your academic status IF you are still attending school:					
<input type="checkbox"/> Freshman	<input type="checkbox"/> Sophomore	<input type="checkbox"/> Junior	<input type="checkbox"/> Senior		
Recently Completed Programs					
<input type="checkbox"/> Certificate	<input type="checkbox"/> 2 yr Associates	<input type="checkbox"/> 4 yr Bachelors	<input type="checkbox"/> Masters		
<input type="checkbox"/> Doctorate	<input type="checkbox"/> Other				
Field of Study (Major, Minor)			Date of Graduation or expected completion:		
Present cumulative grade point average (GPA) is:					
Latest SAT Scores:			Verbal	Math	

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4. Employment			
Start with your current or most recent employer			
Company Name	From (Month/Year)	To (Month/Year)	
Street Address	City	State	Zip Code
Supervisor's Name	Supervisor's Title	Supervisor's Number	
Position Title – List Major Duties:			
Reason for Leaving			Salary
Company Name	From (Month/Year)		
Street Address	City		
Supervisor's Name	Supervisor's Title	Supervisor's Number	
Position Title – List Major Duties:			
Reason for Leaving			Salary
Company Name	From (Month/Year)		
Street Address	City		
Supervisor's Name	Supervisor's Title	Supervisor's Number	
Position Title – List Major Duties:			
Reason for Leaving			Salary

5. Certification	
<p>I declare that my answers to the questions in this application, and any attachments to it, are true and complete to the best of my knowledge and belief. I understand that any false statements or omissions of facts on this application or any other employment form will be sufficient reason not to hire me, and if discovered after my employment, may result in immediate dismissal at the Company's sole discretion.</p> <p>I authorize the Company to inquire with my previous employer(s) or others who may have knowledge of me, and I release all parties from any and all liability or claims from furnishing such information.</p>	
Signature	Date

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AHTNA INC
 P.O. BOX 649
 GLENNALLEN, AK 99588

PHONE 907-822-3476
 FAX 907-822-3476
 1-866-475-0420
 WWW.AHTNA-INC.COM

SHAREHOLDER TALENT DATABASE BANK

STN
123

What village are you from?	First Name	MI	Last Name	Are you 18 or Older?
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="checkbox"/>
Address		City		State
<input type="text"/>		<input type="text"/>		<input type="text"/>
Home Phone	Work or Message Phone	Cell Phone/Pager	Email Address	
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	
Shareholder, Spouse or Descendant	Related Shareholder Info		Highest Education Achieved	
<input type="text"/>	<input type="text"/>		<input type="text"/>	
Field of Study	Driver's License	Are you willing to relocate	If Yes in or out of state	
<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>	
Work Schedule desired	Pay Rate Desired	Position(s) desired	Location	
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	

IF A TRAINING OPPORTUNITY BECOMES AVAILABLE PLEASE MARK THE TYPE (S) OF TRAINING YOU ARE INTERESTED IN.

- Accounting
- Asbestos Abatement
- Auto Cad
- Business or Clerical
- CDL
- Certified Forklift Driver
- Computer Skills
- CPR First Aid
- Electrical
- HAZWOPER
- Heavy Equipment
- Hospitality Tourism
- HVAC
- NSTC
- OSHA 10hr
- Painters Certificate
- Six Pack
- Travel Agent
- Water Safety
- Internship
- Apprenticeship

Other

CURRENT QUALIFICATIONS: PLEASE CHECK ALL THAT APPLY

CERTIFICATION/LICENSE/BADGE

- Asbestos Abatements
- 002 CDL Class A
- 003 CDL Class B
- 004 CDL Class C
- 005 Certified Forklift Driver
- 006 Confined Space
- 007 CPR First Aid
- 008 Dependable Transportation
- 009 Food Handler Certificate
- 010 HAZWOPER 24
- 011 HAZWOPER 40
- 012 Journeymen Carpenter
- 013 North Slope Training Card
- 014 Nurse Practitioner
- 015 OSHA 10hr
- 016 Painter Certificate 8hr 16 hr
- 017 Six Pack Certificate
- 018 Secret Security Clearance
- 019 Sprinkler Pipe Fitter
- 020 Water Safety Certificate
- 021 Welder
- 022 Teamster

Other 1

COMPUTER

- 123 AS400
- 124 Adobe Pagemaker
- 125 Auto Cad
- 126 Corel DRAW
- 127 DBase
- 128 Desk Top Publishing
- 129 E-Mail
- 130 Freelance Graphics
- 131 Macintosh Computer
- 132 MS Access
- 133 MS Excel
- 134 MS PowerPoint
- 135 MS Project
- 136 MS Publisher
- 137 MS Word
- 138 Novell
- 139 ORACLE
- 140 Quark Xpress
- 141 Unix
- 142 Scanning
- 143 VMS
- 144 WinNT 2000
- 145 Word Perfect

Other 2

ADMINISTRATIVE

- 201 10 Key SPM
- 202 AP Technician
- 203 AR Technician
- 204 Accountant
- 205 Accounting Clerk
- 206 Administer Contracts
- 207 Administrative Assistant
- 208 Analyze Statistical Information
- 209 Benefits Technician
- 210 Business Clerical
- 211 Business Development
- 212 Controller
- 213 Data Entry
- 214 Facility Support
- 215 File Clerk
- 216 GL Technician
- 217 Grant Writer
- 218 Human Resources
- 219 Inventory Control
- 220 Job Cost
- 221 Operate Copier
- 222 Paralegal
- 223 Payroll Technician
- 224 Process Checks
- 225 Project Deputy
- 226 Proof Reader
- 227 Proposal Specialist
- 228 Receptionist Switchboard
- 229 Risk Specialist
- 230 Appointment Scheduler
- 231 Security Specialist
- 232 Staff Accountant
- 233 Supervise Train Personnel
- 234 Tax Specialist
- 235 Transcriptions

- 237 Typing
- 238 Word Processing
- Other 3

SKILLED

- 301 Boat Operator
- 302 Billeting
- 303 Blueprint Schematics
- 304 Boiler Plant Operator
- 305 Buyer Purchaser
- 306 Captain 100T
- 307 Captain 200T
- 308 Construction Estimator
- 309 Carpenter
- 310 Carpenters Helper
- 311 Construction Estimator
- 312 Cook
- 313 Cook Prep
- 314 Diesel Engineer
- 315 Dormitory Supervisor
- 316 Drum Dollies
- 317 Electrician
- 318 Electrician-Maintenance
- 319 Fire Fighter
- 320 Food Service Worker
- 321 General Labor
- 322 Ground Maintenance
- 323 Hand Truck
- 324 Hazardous Waste
- 325 Heavy Equipment Operator
- 326 Housekeeper
- 327 HVAC Technician
- 328 Hydraulics
- 329 Janitor
- 330 Lift 50 lbs plus
- 331 Lift up to 50 lbs

- 332 Liquid Fuel Mechanic
- 333 Maintenance Technician
- 334 Material Coordinator
- 335 Mechanic
- 336 Pest Control
- 337 Plumber Pipe Fitter
- 338 Radio Dispatch
- 339 Spill Response
- 340 Warehouse Specialist

Other 4 **TECHNICAL**

- 401 AN GRN-29
- 402 Airplane Pilot
- 403 Alarm Systems Technician
- 404 Building Inspector
- 405 Civil Engineer
- 406 Electronics Technician
- 407 Electrical Engineer
- 408 Environmental Technician
- 409 FARS Government Contracts
- 410 Horticulture
- 411 ILS
- 412 Instrumental Technician
- 413 Land and Resource Specialist
- 414 Logistic Engineer
- 415 Mechanical Engineer
- 416 METNAV
- 417 NAVAIDS
- 418 Nurse
- 419 Project Manager
- 420 Power Plant Operator
- 421 QC Safety
- 422 Telecommunications Mechanic
- 423 Water Plant
- 424 Web Developer

Other 5 Other 6

Thank you for completing the shareholder talent bank form. Ahtna Inc. is creating an information system that will provide current qualifications and vocational training needs of our shareholders, descendants, and spouses who are interested in employment within Ahtna, Inc., Ahtna subsidiaries and with our partners in the Ahtna region. Ahtna Inc. may also refer qualified candidates to other entities that announce their recruiting efforts to Ahtna Inc.

This form is not an application for employment. Completing this form does not guarantee an employment offer. If you have questions, please contact the Ahtna Inc Human Resources department at (907) 822-3476 or 1-866-475-0420.

Work History: Complete an Ahtna Employment Application and attach the application to the shareholder talent bank form.

I CERTIFY the information provided in this shareholder talent bank form is true, correct and complete. I also certify that I am an Ahtna shareholder, a descendant or a spouse of an Ahtna shareholder. I understand that this is not an application for employment with Ahtna Inc, subsidiary or joint ventures. By signing this form I am authorizing Ahtna Inc. to share the above information with other entities for recruitment purposes.

Signature	Date