



## Application Instructions

BSNC Human Resources  
4600 DeBarr Road, Suite 200  
Anchorage, Alaska 99508  
Phone (907) 563-3788  
Fax (907) 334-8315  
[hr@beringstraits.com](mailto:hr@beringstraits.com)

To be considered for any employment opportunity with the Bering Straits Native Corporation and Family of Companies:

- The applicant has the responsibility to establish his or her qualifications for the position.
- A completed Application for Employment indicating the desired position(s) must be submitted to Bering Straits Native Corporation Human Resources.
- A cover letter and a resume may be attached to the application, along with any other materials you feel will speak to your qualifications.

### **Instructions:**

Bering Straits Native Corporation and Family of Companies will accept applications for positions on an ongoing basis. Applications will remain active for six (6) months. To ensure your application is considered and retained, you must indicate the position(s) for which you are applying.

Applicants will only be contacted when being considered for employment. After interviews, the successful candidate will be notified by phone.

You must complete and submit all sections – please do not indicate “See attached resume” on the application. Please type or print legibly in ink.

List your complete work experience including military and/or volunteer time so we can determine if you meet the minimum qualifications as listed on the job announcement.

Your completed application may be emailed to [hr@beringstraits.com](mailto:hr@beringstraits.com), faxed to (907) 334-8315, or mailed to Bering Straits Native Corporation Human Resources, 4600 DeBarr Road, Suite 200, Anchorage, Alaska 99508.

If selected for an interview, you must sign your Employment Application at the time of interview.