

# SERVING THOSE WHO SERVE

Find your opportunity



The Exchange is an Equal Opportunity Employer



## Welcome VETERANS

Continue To Serve

[Apply Here](#)

## MILITARY SPOUSE / FAMILY MEMBER EMPLOYMENT



[Apply Here](#)

### Get In Touch!

**214-312-6190**  
3911 S. Walton Walker Blvd, Dallas, Tx 75236  
[hrsc@aafes.com](mailto:hrsc@aafes.com)

### New Hires

[Click here for in-processing](#)

### Shop Us

[www.shopmyexchange.com](http://www.shopmyexchange.com)

# HOURLY OPPORTUNITIES



**APPLY NOW**

The Exchange offers a wide variety of hourly positions in our retail and food facilities around the world.

Retail operations include Main Stores, Express facilities, Military Clothing Stores, as well as several specialty stores.

The Exchange runs more than 1,300 restaurants, which includes brand names such as Starbucks, Taco Bell, Burger King and Popeye's, and many others.

We offer flexible work schedules, food discounts, a great benefits package, training, career advancement and development opportunities, and more.



For maximum flexibility, the Exchange offers a variety of scheduling categories:

- Regular full-time positions work 35-40 hours per week.
- Regular part-time positions work 20-34 hours a week.
- Intermittent positions work various hours per week

Our basic employment requirement is that you have a passion for providing excellent customer service and the desire to serve those who serve!

Sign In

### Welcome Applicant!

This site is intended to provide an opportunity for **new applicants** to express interest in positions available at the Exchange.



### Search from over 442 opportunities

Search job opportunities that match your interests

Search location

[Advanced Search](#)

### Sign In



Or

Fields marked with an asterisk (\*) are required.

\*Username

\*Password

[Forgot Username or Password?](#)

[Don't have an account yet?](#)

### Most recent jobs posted

H-001189-2019

#### FOOD SERVICE WORKER

United States - Texas - Lackland AFB  
Intermittent

UNDER DESIGNATED SUPERVISION, PREPARES AND SERVES SIMPLE [More](#) FOODS AND BEVERAGES. MAY OPERATE AN OVEN, DEEP-FAT FRYER, OR OTHER KITCHEN EQUIPMENT IN A SITUATION WHERE SET PROCEDURES ARE FOLLOWED AND WHERE COOKING SKILLS ARE NOT INVOLVED. THIS POSITION REQUIRES ASSOCIATE TO BE FRIENDLY AND PASSIONATELY FOCUSED ON DELIVERING A PERSONALIZED CUSTOMER EXPERIENCE. 1. IN A FOOD ACTIVITY OTHER THAN A PORTABLE/STATIONARY SNACK STAND OR MOBILE PUSH CART, PERFORMS THE FOLLOWING: A. SERVES ONE OR MORE ITEMS OF FOOD SUCH AS SALADS, MEATS, VEGETABLES, PIZZA, GRILLED ITEMS, SANDWICHES, DESSERTS, ICE CREAM, AND BEVERAGES AT A COUNTER OR STEAM TABLE. B. PREPARES SIMPLE SALADS, COFFEE, AND TEA. C. REPLENISHES FOOD AT SERVING STATIONS. D. MAY PREPARE AND WRAP SANDWICHES. MAY WASH, PARE, AND CUT VEGETABLES AND FRUITS. E. MAY MAKE AND SERVE FOUNTAIN ITEMS SUCH AS BANANA SPLITS, SUNDAES, MILK SHAKES, SODA, ETC. F. MAY BE REQUIRED TO DECORATE ICE CREAM PARTY FAVORS USING STANDARD DECORATING PATTERNS. G. MAY PREPARE PIZZA TO ORDER BY ADDING SAUCE, CHEESES, MEATS, ETC., TO A PURCHASED CRUST OR SELECT A FROZEN PIZZA AND COOK IN AN OVEN, E.G., PIZZA, MICROWAVE, OR

### Access/Create Your Profile

You may use this feature to send your resume/CV without submitting to a specific job.



# MANAGEMENT OPPORTUNITIES



Our managers dedicate every day to improving the customer experience, striving for operational excellence in every area from training new associates to reaching new financial goals. We are a company that grows with you, offering several programs dedicated to the development and advancement of our associates. We also reward leadership and dedication with a top-rated benefits package.

If an associate is open to relocation opportunities, the Exchange mission offers opportunities at Exchange facilities around the world. Not ready to pack your bags? No worries. We have plenty of opportunities available that don't come with a new zip code. Whether in your hometown or a new location, working with the Exchange will be an adventure.

[Apply Now](#)



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Job search

ApplyMyExchange Hourly Management Corporate Distribution Current

Associates Candidate Zone Sign Out

### Welcome Applicant

The Exchange is more than just the workforce of tomorrow and a great place to work, it's a family. When you ask associates how long they've worked for the Exchange, the most common answer is somewhere between 15 and 25 years. That's because the Exchange strives to meet the diverse needs of you, our associates, and your family by offering a wide range of opportunities, benefits, training and more.



### Search from over 34 opportunities

Search job opportunities that match your interests

*Title, Category, Vacancy #, Keyword*

Search location

*Location*

Search

[Advanced Search](#)

### Most recent jobs posted

H-003807-2019

**ADMIN TECH I**

Germany - - Sembach

Regular Full Time

PERFORMS ADMINISTRATIVE DUTIES TO SUPPORT THE GOALS AND OBJECTIVE... [More](#)

# CORPORATE OPPORTUNITIES



The Exchange is headquartered in Dallas, Texas, employing over 2,000 associates. The Exchange recruits a diverse, passionate workforce that embodies our philosophy of serving those who serve. We have over 20 corporate directorates, including Merchandise Planning, Finance and Accounting, Customer Relationship Management, Contracting, Corporate Communications, Information Technology and Human Resources. Positions at our headquarters location offer a variety of career opportunities for military and non-military professionals dedicated to supporting and advancing our mission.

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Associates   Candidate Zone ▼   Sign Out

### Welcome Applicant

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### Search from over 17 opportunities

Search job opportunities that match your interests

*Title, Category, Vacancy #, Keyword*

Search location

*Location*

Search

[Advanced Search](#)

# DISTRIBUTION OPPORTUNITIES



The Exchange has several distribution centers across the U.S, as well as overseas which focus on receiving, warehousing, and shipping products to our many retail locations around the world. The Exchange Distribution Center offers a variety of positions, many of which are physically demanding, stressful and require a sense of urgency to ensure the right merchandise reaches the appropriate locations quickly and efficiently.

**APPLY NOW**



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Job search

ApplyMyExchange Hourly Management Corporate Distribution Current

Associates Candidate Zone Sign Out

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### Search from over 15 opportunities

Search job opportunities that match your interests

*Title, Category, Vacancy #, Keyword*

Search location

*Location*

Search

[Advanced Search](#)

### Most recent jobs posted

H-001995-2019

#### FOOD SERVICE WORKER (CM-BK)

United States - New York - Fort Drum

Intermittent

UNDER DESIGNATED SUPERVISION, PREPARES AND SERVES A LIMITED VARIET... [More](#)

# MANAGEMENT TRAINEE PROGRAM OPPORTUNITIES



The Exchange offers a variety of Management Trainee Programs and internships to help prepare you for an exciting career in Retail Management, Food Service Management, Human Resources Management or Service Management. A comprehensive curriculum provides the foundation for our training programs that offer training across several platforms. Our trainee program will prepare you for opportunities to work with unique teams of associates who take pride in serving the best customers in the world.

## Trainee Programs

All trainee programs are offered at various times throughout the year, so check our job vacancies regularly to see if the time is right for you. Our trainee programs just might be the cornerstone on which you can build an exciting and motivating career!

As a trainee, you will work alongside experienced managers in a challenging environment. Trainee programs generally require that you be willing to relocate to an Exchange location anywhere within the continental United States after successful completion of your training.

Are you a Veteran? If so, we welcome the opportunity to consider you for our Veteran Retail Training Program.

The Exchange offers trainee programs in audit, buying, finance, human resources, information technology, logistics, marketing, and restaurant and retail management. Check out the details of the programs to see if you would be a good fit.

## Internship Programs

Our paid internship programs enable college students to gain valuable work experience while pursuing their degree. Internships are available at headquarters and at various Exchange locations, and are offered during the fall, spring and summer semesters.

### *Eligibility Requirements*

- You must be attending a college or university as a junior, senior or graduate student in good standing.
- You must be taking at least 6 semester hours or be on the school's official summer break.
- Get more information here.

**APPLY NOW**

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# EXCHANGE™ INTERNSHIP PROGRAMS

## CORPORATE INTERNSHIPS

Corporate internships are located in Dallas, Texas at our corporate headquarters. College juniors, seniors, and masters students work on real business projects that affect Exchange operations. Here's what you can expect from a corporate internship:

- Internships are offered every spring, summer and fall and in the following career areas: Finance & Accounting, Information Technology, Marketing, Human Resources, Engineering, Buying, Logistics, Supply Chain and Procurement & Contracting just to name a few.
- Develop or improve your decision making, time management, communication and relationship building skills, all of which are essential to being successful in your career.
- It's also a paid internship that is eligible for course credit

## STORE INTERNSHIPS

Store internships are available in our retail and services career areas. You'll work at a store located on select Army or Air Force installations in the United States. Here's what you can expect from a store internship:

- You'll develop business and leadership skills while working as a member of our Exchange team.
- During your internship you'll work in different positions to gain first-hand knowledge of the daily operations that contribute to the overall success of the Exchange.
- You'll develop your interpersonal skills by developing and maintaining customer relationships through community involvement, customer service, marketing and customer outreach events.
- It's also a paid internship that is eligible for course credit

DRAFT



APPLY NOW @ [APPLYMYEXCHANGE.COM](http://APPLYMYEXCHANGE.COM)



# VETERAN OPPORTUNITIES



**EXCHANGE™**

**37.5K** VETERANS & SPOUSES HIRED

**50K** GOAL: VETERANS & SPOUSES HIRED BY 2020

**12.5K** TO GO

**1,200** WOUNDED WARRIORS HIRED SINCE 2010

**BEST FOR VETS EMPLOYERS** 2018

**MILITARY FRIENDLY** TOP 10 EMPLOYER 2018

**MILITARY FRIENDLY** GOLD 2018

**MILITARY FRIENDLY** AMARG 2018

**BEST FOR VETS EMPLOYERS** 2017

**APPLY NOW**

**“There is no greater honor than serving those who serve.” –Tom Shull, Exchange Director/CEO and US Army Veteran**

**We’ve got your six!** Reconnect your personal **commitment to service** by taking care of the best customers in the world, our service men and women and their families. Our commitment to serve drives our motto, **“We go where you go.”**

Our relationship with the military goes back to 1895, when General Order No. 46 established the concept for what became the Exchange. Our job is to serve all active duty service members. *Wherever they are. Wherever they go.* We also serve their family members, retired military members, the Guard and Reserve.

The Exchange has been recognized annually as a leading employer of Veterans and we want you to be a part of our team. The Exchange works closely with the agencies that serve our Veterans like the Employer Support of the Guard and Reserve (ESGR), the Wounded Warrior Project, Operation Warfighter (OWF) Program, Feds Hire Vets, and Joining Forces initiative to name a few. Veterans understand the sacrifices our military customers make, so they are uniquely qualified to serve them.

With 1,400 stores in 30 countries, we serve over 12 million Active Military, Reservists, Retirees and their families. We are still proudly serving in the places you served: Iraq, Afghanistan, Kuwait, Korea, Europe, and across the U.S. One of our core values is Family serving Family which means that we are committed to this relationship for a lifetime. Welcome home!

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## Welcome Veteran!

The Exchange is more than just the workforce of tomorrow and a great place to work, it's a family. When you ask associates how long they've worked for the Exchange, the most common answer is somewhere between 15 and 25 years. That's because the Exchange strives to meet the diverse needs of you, our associates, and your family by offering a wide range of opportunities, benefits, training and more.



## Search from over 474 opportunities

Search job opportunities that match your interests

*Title, Category, Vacancy #, Keyword*

Search location

*Location*

Search

[Advanced Search](#)

## Most recent jobs posted

# MILITARY SPOUSES & FAMILY MEMBERS



APPLY NOW

## It's a Career

Being a part of a Military Family isn't the easiest thing in the world. Working for the Exchange can help with some of the challenges. While there are some guidelines, the Exchange can help you keep a job when you transition from location to location. Take advantage of our Associate Transfer program when it's time to PCS. We may be able to help you continue your employment with the Exchange, at your new location if you:

- PCS with your sponsor
- Have 6 months Exchange service
- Have a rating of *Satisfactory* or higher on the most recent performance evaluation

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Sign In

## Welcome Military Family Member!

This site is intended to provide an opportunity for **new applicants** to express interest in positions available at the Exchange.



## Search from over 493 opportunities

Search job opportunities that match your interests

*Title, Category, Vacancy #, Keyword*

Search location

*Location*

Search

Advanced Search

Sign In



\_\_\_\_\_ Or \_\_\_\_\_

Fields marked with an asterisk (\*) are required.

\*Username

\*Password

## Most recent jobs posted



Sign In

### Welcome Applicant!

This site is intended to provide an opportunity for **new applicants** to express interest in positions available at the Exchange.



### Search from over 491 opportunities

Search job opportunities that match your interests

Search location

[Advanced Search](#)

Sign In



Or

Fields marked with an asterisk (\*) are required.

\*Username

\*Password

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### Most recent jobs posted

H-003668-2019

#### FOOD SERVICE FOREMAN

Germany - - Ramstein

Regular Part Time

SUPERVISES A SHIFT OPERATION IN A FOOD ACTIVITY OPERATION. THIS POSI... [More](#)

H-003805-2019

#### FOOD SERVICE WORKER

Germany - - Ramstein

Intermittent

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H-028294-2018

#### THEATER WKR

Italy - - Aviano

Intermittent

UNDER GENERAL SUPERVISION, PERFORMS A VARIETY OF FOOD SERVICE, TIC... [More](#)

### Access/Create Your Profile

You may use this feature to send your resume/CV without submitting to a specific job.





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## Privacy policy

**OMB CONTROL #: 0702-0133**

**OMB Expiration Date: May 31, 2019**

**Please read the below Agency Disclosure Notice and Privacy Act Statement. When complete, click on Agree to go to the next page.**

### **AGENCY DISCLOSURE NOTICE**

The public reporting burden for this collection of information, 0702-0133, is estimated to average 30 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or burden reduction suggestions to the Department of Defense, Washington Headquarters Services, at [whs.mc-alex.esd.mbx.dd-dod-information-collections@mail.mil](mailto:whs.mc-alex.esd.mbx.dd-dod-information-collections@mail.mil). Respondents should be aware that notwithstanding any other provision of law, no person shall be subject to any penalty for failing to comply with a collection of information if it does not display a currently valid OMB control number.

### **PRIVACY ACT STATEMENT**

**AUTHORITY:** Title 10 U.S.C. §7013, "Secretary of the Army"; Title 10 U.S.C. §9013, "Secretary of the Air Force"; Army Regulation 215-8/AFI 34-211(I), "Army and Air Force Exchange Service Operations"; and Executive Order 9397 (SSN).

**PRINCIPAL PURPOSE(S):** This electronic system collects information necessary to process applications for employment with the Army and Air Force Exchange Service within the continental United States of America.

**ROUTINE USE(S):** Records may be disclosed outside of DoD pursuant to Title 5 U.S.C. §552a(b)(3) regarding DoD "Blanket Routine Uses" published at <http://dpcl.d.defense.gov/Privacy/SORNsIndex/BlanketRoutineUses.aspx>. This includes disclosure to Federal, State, local, territorial, tribal, international, or foreign agencies in connection with the hiring or retention of an employee. Application data may be verified by approved organizations such as First Advantage® for completion of applicant's background investigation.

DISCLOSURE: Voluntary. However, failure to provide all the requested information may result in the denial of your application.

**A copy of the Privacy Impact Assessment (PIA) for the collection of information may be located at <https://www.aafes.com/about-exchange/public-affairs/FOIA/assessments.htm>**

**SYSTEM OF RECORD NOTICE (SORN): AAFES 0403.01 "Application for Employment Files"; <https://dpcl.d.defense.gov/Privacy/SORNsIndex/DOD-Component-Notices/Army-Article-List/>**

**By agreeing below, I confirm that I have been presented the above Agency Disclosure Notice and Privacy Act Statement.**

Agree

Disagree

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## Let's Get Started

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Register quickly and securely with social network

[in LinkedIn](#)

[f Facebook](#)

[t Twitter](#)

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## Let's Get Started


[Social network](#)   **Create new account**


Fields marked with an asterisk (\*) are required.

### Account Information

\*Username

\*Password 

 Must be 8-25 characters


 Must contain at least one special character: { } [ ] , . < > ; : " ' ? / | \ ~ ! @ # \$ % ^ & \* ( ) \_ - + =

\*Re-enter password

 Your passwords must match

### Security questions

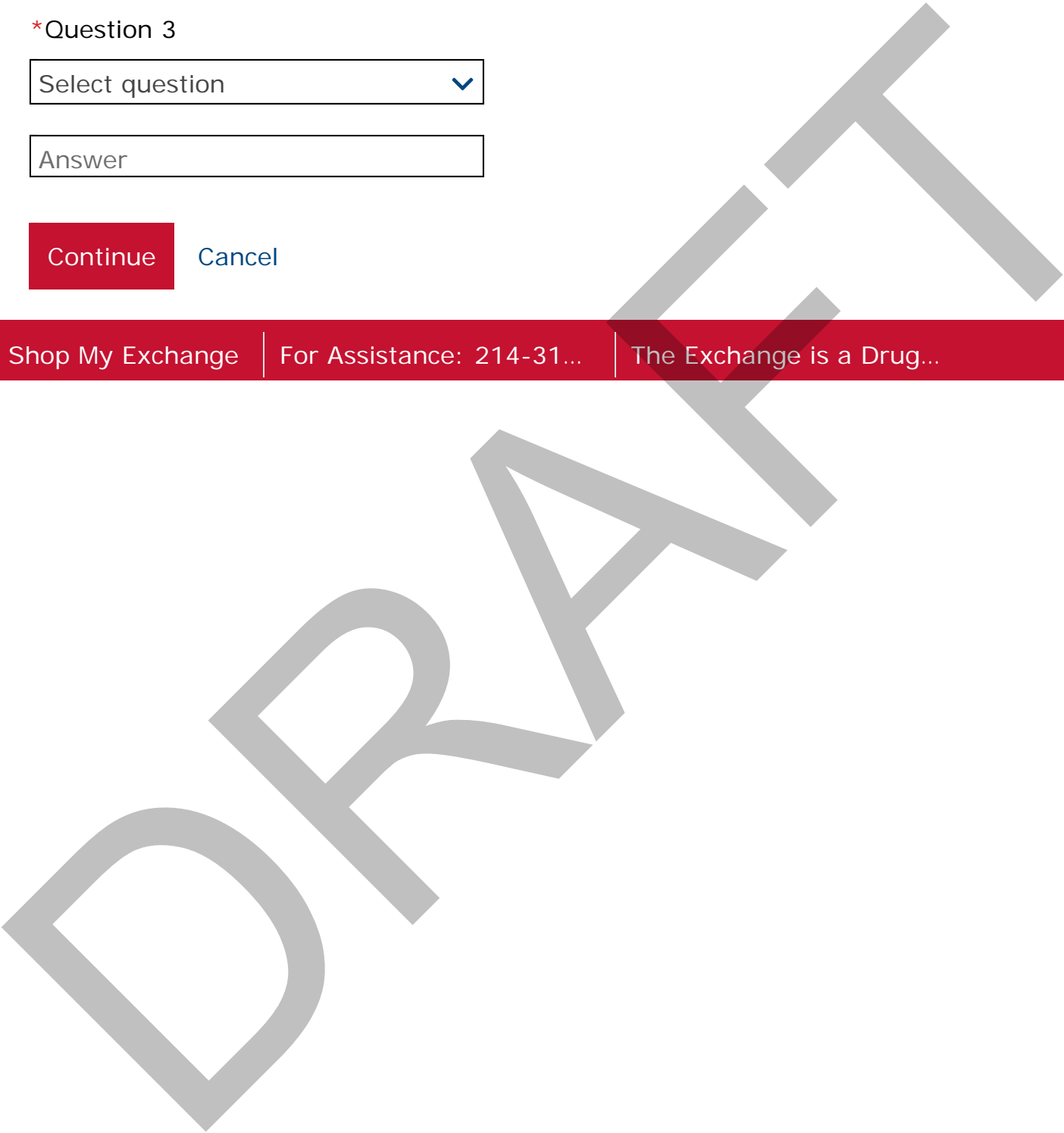
\*Question 1

\*Question 2

\*Question 3

[Continue](#) [Cancel](#)





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## Instructions



### FOOD SERVICE WORKER

**Thank you for your interest in applying with the ARMY & AIR FORCE EXCHANGE SERVICE (AAFES).**

#### Before You Begin

Please review the checklist below to make sure you have everything you need to apply.

- ✓ Your Social Security Number
- ✓ Your contact information (phone and email contacts required)
- ✓ Your address information (current and up to 7 years prior)
- ✓ Information about your education
- ✓ Information about your employment experience

#### How Long It Takes

The AAFES application process typically takes up to 30 minutes depending on the type and number of jobs you are applying to at one time. You can track your progress by reviewing the progress meter appearing at the top of each page.

If you start and need to quit at any point before completing the entire process, you may use the "save and finish later" option provided at the bottom of each page. Your application will be saved as a draft for five (5) calendar days - allowing you to return at a later time without losing your current progress. Pay attention to the date that the job closes, so you do not miss out on your opportunity.

#### Get Started Now

Click the **SAVE AND CONTINUE** button below when you are ready to begin.

Save and continue

Save and finish later

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## Privacy Policy & BGC Consent



### FOOD SERVICE WORKER

Fields marked with an asterisk (\*) are required.

#### E-Verify

The Exchange participates in E-Verify. The Exchange will provide the Social Security Administration (SSA) and the Department of Homeland Security (DHS) with information from each new employee's I-9 to confirm work authorization.

#### Employment Eligibility

In compliance with federal law, all persons hired will be required to verify identity and eligibility to work in the United States and to complete the required employment eligibility verification document form upon hire.

\* Do you understand this requirement? If not, please discuss with the servicing HR office.

Yes

No

#### Employment-based Visa Sponsorship

The Exchange does not sponsor individuals for employment-based visas for this position (e.g., H-1B or F-1 student visas).





\* Will you now or in the future require sponsorship for an employment-based visa (e.g., H-1B or F-1 student visas)?

- Yes
- No

**Drug-Free Workplace**

As a federal agency, The Exchange is a Drug-Free Workplace. We conduct drug testing.

**Background Check Consent**

The Exchange performs pre-employment checks to verify any criminal, education, or employment history information provided during the application process. To be considered for employment, you must authorize all persons, schools, companies, corporations, credit bureaus, and law enforcement agencies to verify any information provided during this application process.

\* Do you consent to The Exchange conducting a background check on you?

- Yes
- No

Save and continue

Save and finish later

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## Ethics Statement



### FOOD SERVICE WORKER

Fields marked with an asterisk (\*) are required.

#### EXCHANGE ETHICS STATEMENT

Exchange employees are required to adhere to the Standards of Ethical Conduct for Employees of the Executive Branch. These standards are set out in Executive Order 12731 of October 17, 1990. All executive branch employees hold their Government positions as a public trust and the American people have a right to expect that all employees will place loyalty to the Constitution, laws, and ethical principles above private gain. Employees fulfill that trust by adhering to the Standards of Ethical Conduct.

Exchange employees must comply with Federal ethics laws and other laws that address employee conduct. These laws include conflicts of interest laws, which include prohibitions relating to bribery, unauthorized compensation in matters affecting the Government, post-employment restrictions, and prohibited acts affecting personal financial interests.

Additional ethics information may be obtained from the Exchange General Counsel's Office, or by contacting [ethics@aafes.com](mailto:ethics@aafes.com).

New Exchange employees must complete initial ethics training within three months of starting their position with the Exchange, and annual thereafter (if applicable).

Certain Exchange employees are required to file financial disclosure reports. The purpose of these reports is to provide assurance that reporting individuals are in compliance with certain

ethics laws and regulations, as well as identifying potential or existing conflicts of interest.

If hired, by accepting your position with the Exchange, you are agreeing to adhere to applicable ethics laws and become a part of the Exchange's strong ethical culture.

\* Do you acknowledge you have read, understand, and agree to the Exchange Ethics Statement above?

Yes

No

Save and continue

Save and finish later

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## Contact Info



### FOOD SERVICE WORKER

Fields marked with an asterisk (\*) are required.

Import Profile

**IMPORT PROFILE - Save time by importing your contact information from social media or uploading a current resume**

#### CONTACT INFORMATION

*Please use your full Legal Name (As listed on your Social Security Card)*

\* First name

\* Do you have a Middle name?

Yes

No

\* Last name

Maiden Name or other prior Alias Name used

\* Address line 1

Address line 2

\* City

\* Country

\* State/Region/Province

\* Zip/Postal code

\* Home phone

\* Other phone

\* Email

**Work experience**

You have no experience history.

[Add](#)

### Skills

50 skills maximum.

Add skills

[Add](#)

### Education history

You have no education history.

[Add](#)

\* Highest Level of Education

Please select any Professional Certifications/Licenses

### Résumé/CV

No résumé/CV selected.

[Add résumé/CV](#)

Use my profile

[Save and continue](#)

[Save and finish later](#)



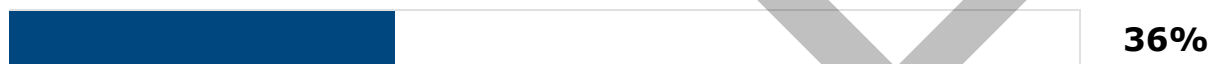
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## Skills



### FOOD SERVICE WORKER

Fields marked with an asterisk (\*) are required.

#### YOUR SKILLS AND AREA OF EXPERIENCE

Please take a few minutes to provide a summary overview of your key employment experience. This information will assist AAFES in matching your knowledge, skills, and abilities with current and future employment and career opportunities

Please enter your desired start date:

m/d/yyyy



\* How much experience do you have using a cash register?

- None
- Less than 6 Months
- 6 months - 1 Year
- 1 - 2 Years
- 2 - 4 Years
- 4 - 6 years
- More than 6 Years

\* How much experience do you have in a fast food environment

(i.e. Burger King, Taco Bell, Church's Chicken, etc.)?

- None
- Less than 6 Months
- 6 months - 1 Year
- 1 - 2 Years
- 2 - 4 Years
- 4 - 6 years
- More than 6 Years

\* How much experience do you have in food handling/prep?

- None
- Less than 6 Months
- 6 months - 1 Year
- 1 - 2 Years
- 2 - 4 Years
- 4 - 6 years
- More than 6 Years

\* How much experience do you have in food supervisory/management?

- None
- Less than 6 Months
- 6 months - 1 Year
- 1 - 2 Years
- 2 - 4 Years
- 4 - 6 years
- More than 6 Years

Please fill out the times you are available for each day. If you are not available on any given day, select Not Available.

\* Sunday From:

\* Monday From:



\* Tuesday From:

\* Wednesday From:

\* Thursday From:

\* Friday From:

\* Saturday From:

Please provide any additional information or restrictions for your availability.

Save and continue

Save and finish later

Shop My Exchange

For Assistance: 214 3

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Associates Candidate Zone Sign Out

### Welcome Applicant

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*Title, Category, Vacancy #, Keyword*

Search location

*Location*

Search

[Advanced Search](#)

### Most recent jobs posted

H-003807-2019

**ADMIN TECH I**

Germany - - Sembach

Regular Full Time

PERFORMS ADMINISTRATIVE DUTIES TO SUPPORT THE GOALS AND OBJECTIVE... [More](#)



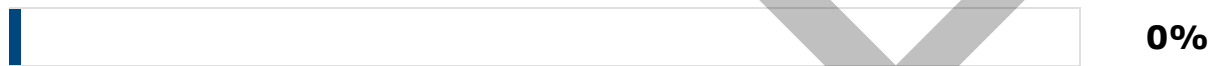
Job search

ApplyMyExchange Hourly Management Corporate Distribution Current

Associates Candidate Zone  Sign Out

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## Instructions



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**Get Started Now**

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Save and continue

Save and finish later

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## Privacy Policy & BGC Consent



### ADMIN TECH I

Fields marked with an asterisk (\*) are required.

#### E-Verify

The Exchange participates in E-Verify. The Exchange will provide the Social Security Administration (SSA) and the Department of Homeland Security (DHS) with information from each new employee's I-9 to confirm work authorization.

#### Employment Eligibility

In compliance with federal law, all persons hired will be required to verify identity and eligibility to work in the United States and to complete the required employment eligibility verification document form upon hire.

\* Do you understand this requirement? If not, please discuss with the servicing HR office.

Yes

No

#### Employment-based Visa Sponsorship

The Exchange does not sponsor individuals for employment-based visas for this position (e.g., H-1B or F-1 student visas).

\* Will you now or in the future require sponsorship for an employment based visa (e.g., H 1B or F 1 student visas)?

- Yes
- No

### Drug Free Workplace

As a federal agency, The Exchange is a Drug Free Workplace. We conduct drug testing.

### Background Check Consent

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\* Do you consent to The Exchange conducting a background check on you?

- Yes
- No

Save and continue

Save and finish later

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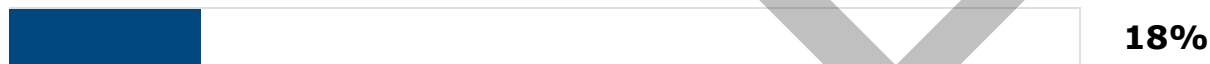
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## Ethics Statement



### ADMIN TECH I

Fields marked with an asterisk (\*) are required.

#### EXCHANGE ETHICS STATEMENT

Exchange employees are required to adhere to the Standards of Ethical Conduct for Employees of the Executive Branch. These standards are set out in Executive Order 12731 of October 17, 1990. All executive branch employees hold their Government positions as a public trust and the American people have a right to expect that all employees will place loyalty to the Constitution, laws, and ethical principles above private gain. Employees fulfill that trust by adhering to the Standards of Ethical Conduct.

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If hired, by accepting your position with the Exchange, you are agreeing to adhere to applicable ethics laws and become a part of the Exchange's strong ethical culture.

\* Do you acknowledge you have read, understand, and agree to the Exchange Ethics Statement above?

- Yes
- No

Save and continue

Save and finish later

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## Contact Info



### ADMIN TECH I

Fields marked with an asterisk (\*) are required.

Import Profile

**IMPORT PROFILE - Save time by importing your contact information from social media or uploading a current resume**

#### CONTACT INFORMATION

Please use your full Legal Name (As listed on your Social Security Card)

\* First name

\* Do you have a Middle name?

Yes

No

\* Last name



Maiden Name or other prior Alias Name used

\* Address line 1

Address line 2

\* City

\* Country

\* State/Region/Province

\* Zip/Postal code

\* Home phone

\* Other phone

\* Email

**Work experience**

You have no experience history.



[Add](#)

## Skills

50 skills maximum.

Add skills

[Add](#)

## Education history

You have no education history.

[Add](#)

\* Highest Level of Education

Please select any Professional Certifications/Licenses

## Résumé/CV

No résumé/CV selected.

[Add résumé/CV](#)

Use my profile

[Save and continue](#)

[Save and finish later](#)



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## Skills



### ADMIN TECH I

Fields marked with an asterisk (\*) are required.

#### TELL US ABOUT WHAT YOU ARE LOOKING FOR:

Please enter your desired start date:

m/d/yyyy



Area(s) of Interest

What are your salary expectations?

\* Are you willing to relocate?

#### YOUR SKILLS AND AREA OF EXPERIENCE

Please take a few minutes to provide a summary overview of your key employment experience. This information will assist AAFES in matching your knowledge, skills, and abilities with current and future employment and career opportunities.

Select the career area of your most recent work experience:

How much experience do you have?

- Less than 6 Months
- 6 months   1 Year
- 1 - 2 Years
- 2   4 Years
- 4 - 6 years
- More than 6 Years

Most recent date this experience has been used?



Select other career areas of your work experience:


How much experience do you have?

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### Welcome Applicant

The Exchange is more than just the workforce of tomorrow and a great place to work, it's a family. When you ask associates how long they've worked for the Exchange, the most common answer is somewhere between 15 and 25 years. That's because the Exchange strives to meet the diverse needs of you, our associates, and your family by offering a wide range of opportunities, benefits, training and more.



### Search from over 17 opportunities

Search job opportunities that match your interests

*Title, Category, Vacancy #, Keyword*

Search location

*Location*

Search

[Advanced Search](#)





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## Instructions



### MERCHANDISING ASSISTANT

**Thank you for your interest in applying with the ARMY & AIR FORCE EXCHANGE SERVICE (AAFES).**

#### Before You Begin

Please review the checklist below to make sure you have everything you need to apply.

- ✓ Your Social Security Number
- ✓ Your contact information (phone and email contacts required)
- ✓ Your address information (current and up to 7 years prior)
- ✓ Information about your education
- ✓ Information about your employment experience

#### How Long It Takes

The AAFES application process typically takes up to 30 minutes depending on the type and number of jobs you are applying to at one time. You can track your progress by reviewing the progress meter appearing at the top of each page.

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**[Get Started Now](#)**

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Once the Respondent chooses apply, the next screen appears to sign on or create a profile.

Save and continue

Save and finish later

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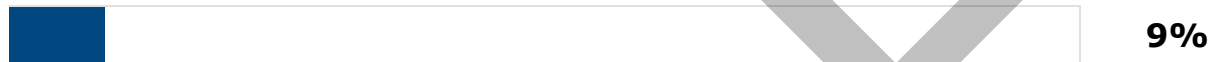
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## Privacy Policy & BGC Consent



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\* Do you understand this requirement? If not, please discuss with the servicing HR office.

Yes

No

#### Employment-based Visa Sponsorship

The Exchange does not sponsor individuals for employment-based visas for this position (e.g., H-1B or F-1 student visas).

\* Will you now or in the future require sponsorship for an employment based visa (e.g., H 1B or F 1 student visas)?

- Yes  
 No

### Drug Free Workplace

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\* Do you consent to The Exchange conducting a background check on you?

- Yes  
 No

Save and continue

Save and finish later

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## Ethics Statement



### **MERCHANDISING ASSISTANT**

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- Yes
- No

Save and continue

Save and finish later

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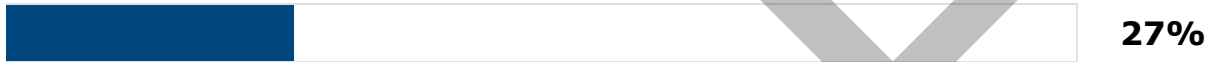
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\* Zip/Postal code

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\* Other phone

\* Email

**Work experience**

You have no experience history.



[Add](#)

### Skills

50 skills maximum.

Add skills

[Add](#)

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\* Highest Level of Education

Please select any Professional Certifications/Licenses

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[Add résumé/CV](#)

Use my profile

[Save and continue](#)

[Save and finish later](#)



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## Skills



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Search location

*Location*

Search

[Advanced Search](#)

### Most recent jobs posted

H-001995-2019

#### FOOD SERVICE WORKER (CM-BK)

United States - New York - Fort Drum

Intermittent

UNDER DESIGNATED SUPERVISION, PREPARES AND SERVES A LIMITED VARIET... [More](#)



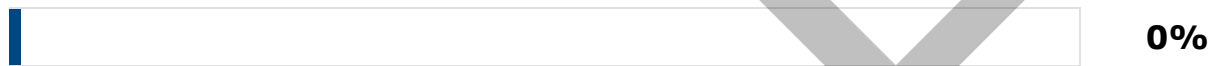
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## Instructions



### MATERIALS HANDLER I

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- Yes  
 No

Save and continue

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- No

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\* Do you have a Middle name?

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No

\* Last name

Maiden Name or other prior Alias Name used

\* Address line 1

Address line 2

\* City

\* Country

\* State/Region/Province

\* Zip/Postal code

\* Home phone

\* Other phone

\* Email

**Work experience**

You have no experience history.

[Add](#)

### Skills

50 skills maximum.

Add skills

[Add](#)

### Education history

You have no education history.

[Add](#)

\* Highest Level of Education

Please select any Professional Certifications/Licenses

### Résumé/CV

No résumé/CV selected.

[Add résumé/CV](#)

Use my profile

[Save and continue](#)

[Save and finish later](#)



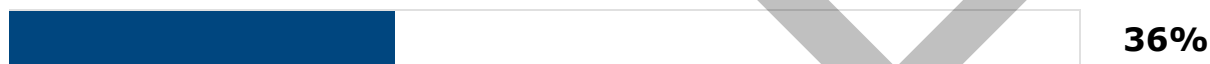
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# Skills



## MATERIALS HANDLER I

Fields marked with an asterisk (\*) are required.

### YOUR SKILLS AND AREA OF EXPERIENCE

Please take a few minutes to provide a summary overview of your key employment experience. This information will assist AAFES in matching your knowledge, skills, and abilities with current and future employment and career opportunities

Please enter your desired start date:



Please fill out the times you are available for each day. If you are not available on any given day, select Not Available.

\* Sunday From:

\* Monday From:

\* Tuesday From:



\* Wednesday From:

\* Thursday From:

\* Friday From:

\* Saturday From:

Please provide any additional information or restrictions for your availability.

Save and continue

Save and finish later







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# Employment Preference



## FOOD SERVICE WORKER

Fields marked with an asterisk (\*) are required.

### EMPLOYMENT PREFERENCE ELIGIBILITY

*When recruiting for certain positions outside the organization and when equally or similarly qualified to other applicants, the Exchange has partnered with various organizations to offer employment preference to honorably discharged veterans, spouses of active duty military members, spouses/mothers of deceased veterans and reinstatement-eligible Exchange employees. The categories of all that may claim employment preference are listed below.*

\* Do you have any current or prior military affiliation or federal government work experience?

Do you wish to claim employment preference for any other affiliation?

- Yes
- No



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## Military/GOVT History



### FOOD SERVICE WORKER

Fields marked with an asterisk (\*) are required.

#### MILITARY OR FEDERAL GOVERNMENT SERVICE HISTORY

Please provide information on your current or prior military service as well as any applicable federal employment experience.

\* Please select your current Military status.

 ▾

Do you have any prior Military or Federal Government experience (current or prior)?

- No
- Yes

Save and continue

Save and finish later





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# Family Members



## FOOD SERVICE WORKER

Fields marked with an asterisk (\*) are required.

### MILITARY FAMILY MEMBERS/SPONSOR AFFILIATION

\* Do you have any immediate affiliation (sponsor) to a military service member or federal/government employee?

### FAMILY MEMBERS WORKING FOR AAFES

*The employment, appointment, or promotion of relatives of commissioned officers, noncommissioned officers, and civilian officials who hold administrative positions where they exercise jurisdiction or control over the employing AAFES activity is prohibited. Members of the same family will not be appointed, employed, promoted, or advanced to a position where a direct supervisory relationship exists, where favored treatment can ensue, where the job relationship increases the potential for collusion, or where a personnel action has been advocated by a family member who has the authority to take or recommend such action.*

\* Are you related to an active Exchange associate or active Exchange Military member?



CHOOSE...

Family Members



This is the opening page.  
Once the Respondent chooses apply,  
the next screen appears to sign on or create a profile.

Save and continue

Save and finish later

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# Criminal History Information & Prior Addresses



## FOOD SERVICE WORKER

Fields marked with an asterisk (\*) are required.

### PERSONAL INFORMATION

#### SSN Disclosure

Asking for your Social Security Number and personal information is authorized by Title 10, United States Code, Section 7013 and 9013 All information will be used to determine whether you are qualified for AAFES employment. Furnishing information is voluntary; however, failure to provide this information may prevent you from being employed.

\* Do you acknowledge that you have read and understand the SSN Disclosure statement above?

Yes

\* Social Security Number (include dashes)

###-##-####

\* Confirm SSN Social Security Number (include dashes)

###-##-####

↶ **DATE OF BIRTH**

m/d/yyyy



\* Have you lived overseas (continuously) for the past seven years (Including Puerto Rico)?

Yes

No

**CRIMINAL HISTORY INFORMATION**

*You May Omit:*

1. *Traffic violations of \$250 or less;*
2. *Offenses committed before your 18th birthday which were resolved in a juvenile court or under a youth offender law; or*
3. *Any conviction which has been set aside or removed under federal or state law.*

\* Have you ever been arrested, charged, cited or held by a law enforcement agency?

Yes

No

\* Are you now awaiting action on any charge for any offense against the law?

Yes

No

\* Have you ever been convicted or fined by a federal, state, military (to include: non judicial punishment under Article 15, UCMJ) civil or other judicial authority?

Yes

No

If you answered Yes to any of the above three questions, please briefly explain:

Save and continue

Save and finish later

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# EEO Form



## FOOD SERVICE WORKER

Fields marked with an asterisk (\*) are required.

### DEMOGRAPHIC INFORMATION

AAFES is an Equal Employment Opportunity Employer and is committed to diversity in the workplace. We are required by federal law to gather basic demographic information (gender and ethnicity) to help measure the effectiveness of our recruitment efforts. Data summarizing all applicants for a position will be used to determine if we are effectively recruiting from all segments of the population in conformance with the requirements of federal law. The information you provide is optional and will not affect your application in any way. This information is maintained in strict confidential files separate from your application and is not available to anyone in the selection process.

\* Gender

NOTE: GENDER DROP DOWN OPTIONS:

- \*Female
- \*Male
- \*Prefer Not to Answer

\* Ethnicity

\* Do you consider yourself Hispanic or Latino?

NOTE: HISPANIC OR LATINO DROP DOWN OPTIONS:

- \*Yes
- \*No

\* Race

NOTE: RACE DROP DOWN OPTIONS:

- \*American Indian or Alaska Native
- \*Asian
- \*Black or African American
- \*Native Hawaiian or Other Pacific Islander
- \*White

### Definition of a Disability

A person is disabled if he or she

1. has a physical or mental impairment which substantially limits one or more major life activities;
2. has a record of such impairment; or
3. is regarded as having such impairment.

Those disabilities that are to be reported are listed below. In the case of multiple impairments, please choose the option which describes the impairment that would result in the most substantial limitation. For a full description, please [click here](#).

\* Disability

Save and continue

Save and finish later





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## FOOD SERVICE WORKER

Fields marked with an asterisk (\*) are required.

### APPLICANT CERTIFICATION

Please take a few minutes to review the information provided in your application. You may use the Back button to go back and check your responses. If you are satisfied with your responses, please click Submit to submit your application.

\* I hereby certify that all statements made in this application are true and accurate. I agree and understand that any misstatement of material facts may cause forfeiture of my eligibility for this position.

- Yes
- No

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