

# TRIBAL EMPLOYMENT APPLICATION

Thank you for applying at Lac Vieux Desert Band of Lake Superior Chippewa Indians!

Please take a moment to read the following:

- 1. Please make sure you have completely filled out the application. Any application with missing information may not be accepted for consideration of employment.
- 2. Applications are held on file for 90 days. After 90 days, you will be required to submit a new application.
- 3. As part of the application process, you will be required to submit a pre-employment drug test and may need to complete a detailed background investigation.
- 4. Attached is a release form you are required to sign in order for your application to be fully processed. This release enables us to contact your former employers regarding your previous work history.

## Important Message for Applicants

As part of the employment process - every offer is contingent upon successful completion of the pre-employment process; which may include, but is not limited to a background check, credit check, and drug screen.

Please let the Human Resources Department know if you have any questions. (906) 358-4226 – Ext. 7334 or 7317

## LAC VIEUX DESERT TRIBAL EMPLOYMENT APPLICATION

Date: \_\_\_\_\_

APPLICANT INFORMATI	ON					
Name (First, Middle Initial, Last)						
Address:						
Telephone:						
Email:						
Are you 18 years of age or older?		□ Yes □ No				
If under 18, can you furnish a work permit?						
What type of work are you interested in?		Full-Time  Part-Time  Seasonal  Any				
What is your desired rat	te of pay?					
EDUCATION						
Туре	Name/Loca	ation	Course of Study	# of Years Completed	Degree/Diploma	
Elementary/Jr. High						
High School						
College						
Technical/Other						
EMPLOYMENT RECORD	(5 YEARS): Please	e use additio	onal sheets of paper	if necessary.		
Company Name/Add	ress: Type	of Work	of Work Dates: To/From Reason fo		on for Leaving	
U.S. MILITARY SERVICE						
Branch of Service:						
Dates To/From:						
Rank and Type of Service:						
Training/Experience Rec	ceived:					

PROFESSIONAL REFERENCES								
Name	Occupatio	n	Years Known	Phone Number				
1.								
2.								
3.								
J.								
EMPLOYMENT QUESTIONS	S	ſ						
Type of Work Desired								
Date Available to Start								
How were you referred to o	our organization?							
Have you ever been emplo	yed here before?							
Are you legally eligible for	r employment in							
this country?								
Can you meet the attendance requirements for this position?								
Do you have a high school	diploma/GED or							
working towards a	high school							
diploma/GED? Specify white	ch one.							
Do you have any rela	atives who are	🗆 Yes	🗆 No					
employed by this organization? Please		Specific M/ber						
specify.		Specify Who:						
Is there any information	we would need							
about your name, or use of another name,		🗆 Yes 🔲 No						
for us to be able to check y								
Please list any additional								
relates to your ability to perform the job for which you have applied (licenses,								
professional memberships	• • •							
		🗆 Yes	🗆 No					
Are you Native American?	If yes, what Tribe							
are you enrolled with?		If yes, specify Tribe:						
Have you ever been convicted of or plead no contest to any crime in federal, state or tribal court?		Yes	ease provide when, where	and the nature of the				
		_						
Have you ever been convict	•	🗆 Yes 🖾 No						
contest to any gambling-related offense, fraud or misrepresentation?								

Are you currently serving a deferred sentence for any crime?	□ Yes □ No If yes, where and for what?
Have you ever been convicted of a felony in federal, state or tribal court?	□ Yes □ No If yes, please provide when, where and the nature of the crime:

#### APPLICANT'S STATEMENT

I understand that the employer follows an "employment at will" policy, in that I or the employer may terminate my employment at any time, or for any reason consistent with applicable state or federal laws; this "employment at will" policy cannot be changed verbally or in writing, unless the change is specifically authorized in writing by the Lac Vieux Desert Band of Lake Superior Chippewa Indians Tribal Council of this organization. I understand that this application is not a contract of employment. I understand that the federal law prohibits the employment of unauthorized aliens; all persons hired must submit satisfactory proof of employment authorization and identity; failure to submit such proof will result in denial of employment.

I understand this application will be active for a period of ninety (90) days; after that time, if I wish to be considered for employment, I must submit a new application.

I understand that the employer will thoroughly investigate my work and personal history and verify all data given on this application, on related papers, and in interviews. I authorize all individuals, schools, and firms named therein, except my current employer if noted, to provide any information requested about me, and I release them from all liability or damage in providing this information.

I certify that all statements herein are true and understand that any falsification or willful omission shall be sufficient cause for dismissal or refusal of employment.

Applicant Name: \_\_\_\_\_\_

Applicant	Signature:	
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#### **APPLICANT COMMENTS:**

As an Equal Opportunity Employer, this organization does not discriminate on the basis of race, color, religion, sex, national origin, age, disability or veteran status. All information provided in this application will be treated confidentially and will be used only to help ensure the best use of your abilities if you are employed by us.