



Date Received: _____
 Received by: _____

Application for Employment

All questions must be answered A Resume will not be accepted in lieu of this application.

PLEASE TYPE OR PRINT

Date _____ Position Desired _____
 (One position per application)

Salary desired: _____ Date Available _____

Entity for which you are applying: _____

Available to Work Full-time Part-time

Referred by: Job Posting Newspaper Walk-in Website Friend/Relative Other Employee

Personal Data

Name _____
 (LAST) (FIRST) (MIDDLE)

If you have ever worked under a different name, please provide this name(s) and dates employed under this name(s): _____

If yes, explain _____

Address _____
 NUMBER & STREET CITY STATE ZIP

Home Telephone () Alternate Telephone ()

Email Address: _____

Are you:

Yes No Legally eligible for employment in the United States? _____

Yes No Are you at least 18 years old or over? _____

Yes No Enrolled member of the Seminole Nation? **If yes, list enrollment #:** _____

Yes No Other tribal affiliation? **If yes, list tribe and enrollment #:** _____

Yes No Have you ever been in the Armed Forces? **If yes, give dates and branch:** _____

Yes No Do you have any relatives or cohabitants working for us? **If yes, provide name:** _____

Yes No High school graduate or equivalency? **Last high school attended** _____

Yes No A previous Seminole Nation employee, **what position did you hold?** _____

Yes No A licensed driver? **If yes, issuing state and number** _____

Yes* No As an adult, have you ever been charged with or **convicted** of a crime? (Do not report juvenile convictions, convictions under youth offender laws, convictions where the court has sealed the record.) Conviction will not automatically exclude you from employment consideration, but the nature of the conviction will be considered in relationship to the job for which you applied.
 Please include charges or convictions **in Tribal Courts**. *If yes, list offense, date and describe in detail: _____

Post High School Education (amount of education considered necessary will vary according to job applied for) Use separate paper if necessary.

Institution Name	Location	From	To	Degree	Major

Please show how you are qualified for this position with recent and relevant experience

(Start with most recent position and list each employer for the past five (5) years. Use supplemental page, if necessary).

Present/Last Employer				Telephone Number	
Address					
Start Date	Leave Date	Last Salary	Reason for Leaving		
Job Title		Supervisor and Title			May we contact? Yes No
Description of Duties (Be specific)					
Employer				Telephone Number	
Address					
Start Date	Leave Date	Last Salary	Reason for Leaving		
Job Title		Supervisor and Title			May we contact? Yes No
Description of Duties: (Be specific)					
Employer				Telephone Number	
Address					
Start Date	Leave Date	Last Salary	Reason for Leaving		
Job Title		Supervisor and Title			May we contact? Yes No
Description of Duties (Be specific)					

References (Please list at least one professional reference and one personal reference)

Name	Address, City and State	Contact Numbers

Agreement (Please read the following statements carefully.)

I hereby affirm that the information provided on this application (and accompanying resume) is true and complete to the best of my knowledge. I also understand that falsified information or significant omissions may disqualify me from further consideration for employment and, if employed, may result in termination of employment if discovered at a later date.

I authorize Seminole Nation to make all necessary and appropriate investigation to verify the information contained herein and I authorize persons, schools, my current employer (if applicable), and previous employers and organizations named in this application (and accompanying resume, if any), to provide any job-related information that may be required by the Seminole Nation to arrive at an employment decision. I understand that for any position working with Indian Children, that the performance of a background investigation and character determination is a prerequisite for being considered for hire.

I understand that the Seminole Nation reserves the right to require its applicants to submit to drug tests. I understand that a positive drug test or refusal to submit to a drug test will preclude my application from further consideration.

SEMINOLE TRIBAL PREFERENCE: In filling positions, preference in selection will be given to qualified tribal preference candidates. Eligibility will be determined from current Seminole Personnel Policies and Procedures. Except for tribal preference, consideration will be made without regard to any non-merit factor such as race, color, religion, gender, national origin, sexual orientation, disabilities or age.

Signed _____ Date _____