



Bois Forte Reservation Tribal Government

5344 Lakeshore Drive, Orr, MN 55771

(218) 757-3261 (800) 221-8129 Fax (218) 757-6781

www.boisforte.com/jobs

Application for Employment

Subject to Native preference, the Reservation Tribal Government is an equal opportunity employer and will not discriminate against any employee or applicant for employment because of race, color, religion, sex, sexual orientation, national origin, age, or disability.

PLEASE PRINT USING BLUE OR BLACK INK

Position Applied for _____

Name _____

Last

First

Middle

Other

If you have used or are otherwise known by another name, list all such names below (including nicknames and maiden names)

Have you ever attended school or worked under another name? Yes No

If yes, name(s): _____

Street _____ City _____ State _____ Zip _____

Telephone Number _____ Email Address _____

Are you legally eligible for employment in the United States? Yes No

Are you over 18 years old? Yes No

Driver's License Number (if required by job) _____ State _____

On what date would you be available for work? _____

Will you travel if job requires it? Yes No

Do you have any pending criminal charges and/or arrests for which the possibility of criminal prosecution exists? Yes No If yes, please explain _____

The Bois Forte Reservation Tribal Council extends preference in hiring to Natives and Military Veterans with proper documentation. In order to qualify, the following information must be completed:

Are you enrolled in a tribe? Yes No

(If yes, must attach proof of tribal enrollment)

Are you a veteran? Yes No

(If yes, must attach a copy of DD214) If yes, which branch? _____

Do you request consideration under one or both of these preferences? Yes No

If you are enrolled, provide Tribal Affiliation: _____ Enrollment Number: _____

Are you a Bois Forte Descendent? (one generation) Yes No

If yes, name of enrolled parent: _____

EMPLOYMENT EXPERIENCE: Start with your present or last job. Include military service assignments. Attach separate sheet of paper if more space is needed. The Tribal Government reserves the right to contact your former employers listed below for reference checks. **Experience is an important part of the selection process and failure to complete this section may result in disqualification or non-selection.**

Employer _____ Job Title _____
Address _____ Supervisor _____
Dates Employed _____ to _____ Reason for Leaving _____
Detailed description of duties

Employer _____ Job Title _____
Address _____ Supervisor _____
Dates Employed _____ to _____ Reason for Leaving _____
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EDUCATION:

Name and Address of school		Last Year Completed	Year Graduated	Degree	Major
GED	Did you receive your GED?	<input type="checkbox"/> Yes <input type="checkbox"/> No		General Education	General Education
High School Diploma	Name Address City, ST Zip	10 11 12		General Education	General Education
College and/or Vocational School	Name Address City, ST Zip	1 2 3 4 5 6		<input type="radio"/> Associates <input type="radio"/> Bachelors <input type="radio"/> Masters <input type="radio"/> Doctorate <input type="radio"/> Other	
Other					

NATIVE PREFERENCE WILL APPLY

REQUIRED

Please review the **MINIMUM MANDATORY QUALIFICATIONS** on the job announcement for which you are applying. **Failure to complete this portion will result in disqualification of your application.**

Explain or describe how you meet or exceed the EXPERIENCE qualification listed in the specific job announcement for which you are applying:

Explain or describe how you meet or exceed the EDUCATION qualification listed in the specific job announcement for which you are applying:

Explain how or describe you meet or exceed the LICENSE/CERTIFICATION qualification listed in the specific job announcement for which you are applying:

Describe any additional specialized training, apprenticeship, extracurricular activities, including other languages spoken that qualify you for the specific job for which you are applying.

What machines or equipment can you operate that are specifically related to the job for which you are applying?

State any additional information you feel may be helpful to us in considering your application, including volunteer activities.

SIGNATURE, CERTIFICATION, AND CONSENT TO RELEASE INFORMATION

- I understand that acceptance of employment does not create a contractual obligation upon the employer and that this employment relationship is considered “at will.”
- I certify that the answers given herein are true and complete to the best of my knowledge and also understand that providing false, misleading or incomplete information in this application may result in my disqualification or discharge from employment.
- I authorize the Bois Forte Reservation Tribal Government or its agent to verify the information provided herein in this application as deemed necessary.
- I further authorize any former employer and any government agency to release information about me to the Bois Forte Tribal Government upon request and upon presentation of a copy of this signed release. This release is valid for one (1) year after the date of my signature hereon.
- I understand that, if hired, I am required to abide by all policies, rules and regulations of the Bois Forte Reservation Tribal Government, which may be amended from time to time.
- I understand that I am required to comply with the Bois Forte Tribal Government Drug and Alcohol Testing Policy & Procedures.

**INCLUDE ATTACHMENTS YOU WISH TO BE CONSIDERED WITH YOUR APPLICATION.
ALL APPLICATIONS MUST BE RECEIVED VIA US MAIL, FACSIMILE, EMAIL, OR IN PERSON ON OR
BEFORE THE CLOSING DATE.**

Signature of Applicant _____ **Date** _____

