

Fort Mojave Indian Tribe

Human Resource Department

500 Merriman Avenue, Needles, CA 92363 760.629.6147

TO: All Applicants

Effective immediately, an application must be completed for <u>each</u> position desired. The Human Resources staff will not make changes for you.

The application must be completed in black or blue ink, with each area filled out or the application will not be processed. A resume is required to be attached to the completed application.

<u>If hired</u> for a position within the Fort Mojave Indian Tribe, the incumbent must be prepared to abide by the following:

- 1. Complete all new hire paperwork.
- 2. Present original social security card to have a copy made.
- 3. Present a picture ID to have a copy made.
- 4. Provide proper documentation for the I-9 forms.
- 5. Must pass a drug screening. Please be aware that while certain drugs may be legal in some states, the Fort Mojave Indian Tribe adheres to federal law, which prohibits the use of marijuana or any of its derivatives.
- 6. May be required to have fingerprints completed by the Fort Mojave Tribal Police.
- 7. May be required to pass a thorough background check, depending on the position.
- 8. If hired for a driving position or will drive for the Fort Mojave Indian Tribe, you must have a current driver's license and be insurable under the Tribes' insurance policy.

Your cooperation is appreciated. If you have any questions, do not hesitate to ask an HR staff member.



Fort Mojave Indian Tribe

Human Resources Department

500 Merriman Avenue Needles, CA 92363 Phone (760) 629-6147 Fax (760) 629-2322

APPLICATION FOR EMPLOYMENT

REMINDER: ALL APPLICATIONS MUST BE COMPLETED FOR EACH POSITION DESIRED AND MUST BE COMPLETELY FILLED OUT OR THE APPLICATION WILL NOT BE PROCESSED.

Last Name First Middle Date Street Address Cell Phone City, State, Zip Email Address Position Desired: (One application per position, "Open" will not be accepted) License? Position Desired: (One application per position, "Open" will not be accepted) Do you have a valid Driver's License? Ves No What date will you be available to begin work? Are You claiming Fort Mojave Indian Tribe Preference? Ves No Name: Department Have you ever worked for the FMIT or its entities? Ves No Have you been terminated from the FMIT or its Entities? Ves No Are you legally eligible to work in the United States? Ves No Name and Location Course of Study Name and Location Name and Loc								
City, State, Zip City, State, Zip		Last Name	First	Middle		Date		
Position Desired: (One application per position, "Open" will not be accepted) Do you have a valid Driver's		Street Address	Cell Phone					
Position Desired: (One application per position, "Open" will not be accepted) Do you have a valid Driver's License?		City, State, Zip					Email Address	
Have You Read the Job Description for the Position You Are Applying For? Yes No (if not, please do not hesitate to ask HR for Full Job Description if it applies) Are you claiming Fort Mojave Indian Tribe Preference? Yes No Are you available for full time work?	R	Position Desired: (One application per position, "Open" will not be accepted)					License?	
Are you claiming Fort Mojave Indian Tribe Preference?	N A			What date will you be				
Are you related to anyone who works for Fort Mojave Indian Tribe?	L	FMIT Enrollme		time work?				
Name:		Are you relate	d to anyone who works for Fort Mojav	re Indian Tribe? L Yes L No	+	1 165 2 110		
Have you ever worked for the FMIT or its entities? Yes No Have you been terminated from the FMIT or its Entities? Yes No Will you work overtime if asked? Yes No Are you legally eligible to work in the United States? Yes No Name and Location Course of Study Graduated Completed? Diploma, Certificate High School Or GED No College Yes No Business or Trade Yes No Yes No Will you work overtime if asked? Yes No Ves No Segment No Yes No Yes No Yes No Yes No Yes Yes Ves No Yes Ves Ves No Yes Ves Ves Ves Ves No Yes Ves Ves Ves Ves Ves Ves Ves Ves Ves V		Name: Department						
Are you legally eligible to work in the United States?		Have you ever worked for the FMIT or its entities?						
E D High School Or GED Or GED OR Business or N Trade Name and Location Course of Study Graduated Completed? Degree, Diploma, Certificate Completed? Completed? Diploma, Certificate Completed? Diploma, Certificate Completed? Diploma, Certificate Completed? No College Study Completed? Diploma, Certificate Completed? No College Study Certificate Completed? No Certificate		Have you beer						
E D Diploma, Certificate High School Or GED C A College T O Business or N Trade Completed? Diploma, Certificate		Are you legally						
E D Diploma, Certificate High School Or GED C A College T O Business or N Trade Completed? Diploma, Certificate		•			1			
U High School Yes No No No College Yes No No No No No No No N	D U		Name and Location	Course of Study	Graduate		Diploma,	
A College T Yes I No O Business or N Trade		_						
T Yes No No Yes Yes		College						
N Trade	_							
N Irade	0							
	N	Trade School						

Applicant's Name	:

EMPLOYMENT HISTORY

Start with your present or last job. Include any job-related military service assignments and volunteer activities. You may exclude organizations that indicate race, color, religion, gender, national origin, disabilities or other protected status. Please fill out job duties as detailed as possible.

May we contact your	past employers listed bel	ow? 🗌 Yes 🗀	No		
Employer		Dates Er	nployed	Job Duties:	
		From	To		
Address					
Telephone:		Hourly/S			
	T	Starting	Final		
Job Title	Supervisor				
Reason for Leaving					
					-
Employer			nployed	Job Duties:	
Address		From	То		
Address					
Telephone:		Hourly/S	Salary		
	T	Starting	Final		
Job Title	Supervisor				
Reason for Leaving					
Employer		Dates Er		Job Duties:	
		From	То		
Address					
Telephone:		Hourly/S	Salary		
		Starting	Final		
Job Title	Supervisor				
Reason for Leaving					
		<u> </u>			
Employer		Dates Er	nployed	Job Duties:	
		From	То		
Address					
Telephone:		Hourly/S	Salary		
		Starting	Final		
Job Title	Supervisor				
Reason for Leaving	1				

FMIT Application, Continued Applicant's Name:						
Please include professional and personal references. This does not include relatives. *This Application will NOT be accepted if all four (4) references are not completed.						
Name	Address	Phone Number	Relationship			
*1.						
*2.						
*3.						
*4.						
List other skills (typing, comp	uter. etc.)					
	ate., etc.,					
List professional, trade, busin (Exclude those which would reveal g protected status.)			ility or other			
Have you ever been convicted or p Tribal, State, Federal or other cou records of such conv	irt, including but not limited	I to the Fort Mojave Tribal Co expunged or sealed by the c	ourt , for which the			
	APPLICANT'S STAT	EMENT				
I certify that answers given herein are tr	ue and complete to the best of	my knowledge.				
I authorize investigation of all statemer employment decision.	nts contained in this application	n for employment as may be ne	ecessary in arriving at an			
I hereby understand and acknowledge to organization is of an "at will" nature, when the properties of	hich means that the Employee cause. It is further understood	may resign at any time and the that this "at will" employment	Employer may discharge relationship may not be			
In the event of employment, I understand that false or misleading information given in my application or interview(s) may result in discharge. I understand, also, that I am required to abide by all rules and regulations of the Employer.						

Date

Signature of Applicant