



# THE PAIUTE INDIAN TRIBE OF UTAH

440 North Paiute Drive • Cedar City, Utah 84721 • (435) 586-1112 • (435) 867-2659

## EMPLOYMENT APPLICATION

### POSITION

Position Applying for: \_\_\_\_\_

### APPLICANT INSTRUCTIONS

1. Print clearly; incomplete or illegible application will not be processed.  
PLEASE NOTE "N/A" IF NOT ANSWERING A QUESTION.
2. Provide ALL requested information. Failure to do so may result in disqualification of your application.
3. Attach all required documents.

### PERSONAL INFORMATION

First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Best Time to Contact You: \_\_\_\_\_

Email Address: \_\_\_\_\_

How did you hear about us? \_\_\_\_\_

### EMPLOYMENT INFORMATION

Citizenship/Work Status: \_\_\_\_\_

Have you ever been convicted of a Felony?  Yes  NO

If yes, please state the conviction: \_\_\_\_\_

Current Employer (if any): \_\_\_\_\_ Current Employer's Number: \_\_\_\_\_

Are you able to perform the essential functions of the job you are applying for? \_\_\_\_\_

Years of Work Experience directly related to the position you are applying for: \_\_\_\_\_

Employment Pay Desired: \$ \_\_\_\_\_  Hourly  Salary

When are you available to start work? \_\_\_\_\_

Do you have a relative working here? If so, please provide the employee's name and your relationship to them:

## EDUCATION

Name of School	Address	Graduate	Years Attended	Major
				Type of Degree
High School		<input type="checkbox"/> Yes <input type="checkbox"/> No		
College/University		<input type="checkbox"/> Yes <input type="checkbox"/> No		
Bus. or Trade School		<input type="checkbox"/> Yes <input type="checkbox"/> No		
Graduate School		<input type="checkbox"/> Yes <input type="checkbox"/> No		

## WORK EXPERIENCE

Please list your work experience for the past 5 years beginning with your most recent job.  
If you were self-employed, give firm name. Attach Resume if applicable.

Employer: \_\_\_\_\_ Job Title: \_\_\_\_\_

Address: \_\_\_\_\_ Telephone: \_\_\_\_\_

Supervisor/Title: \_\_\_\_\_ Start Wage: \$ \_\_\_\_\_ End Wages: \$ \_\_\_\_\_

Duties: \_\_\_\_\_

From: \_\_\_\_\_ To: \_\_\_\_\_  Quit  Fired  Layoff

Employer: \_\_\_\_\_ Job Title: \_\_\_\_\_

Address: \_\_\_\_\_ Telephone: \_\_\_\_\_

Supervisor/Title: \_\_\_\_\_ Start Wage: \$ \_\_\_\_\_ End Wages: \$ \_\_\_\_\_

Duties: \_\_\_\_\_

From: \_\_\_\_\_ To: \_\_\_\_\_  Quit  Fired  Layoff

**Employer:** \_\_\_\_\_ **Job Title:** \_\_\_\_\_

**Address:** \_\_\_\_\_ **Telephone:** \_\_\_\_\_

**Supervisor/Title:** \_\_\_\_\_ **Start Wage:** \$ \_\_\_\_\_ **End Wages:** \$ \_\_\_\_\_

**Duties:** \_\_\_\_\_

**From:** \_\_\_\_\_ **To:** \_\_\_\_\_  **Quit**  **Fired**  **Layoff**

**Employer:** \_\_\_\_\_ **Job Title:** \_\_\_\_\_

**Address:** \_\_\_\_\_ **Telephone:** \_\_\_\_\_

**Supervisor/Title:** \_\_\_\_\_ **Start Wage:** \$ \_\_\_\_\_ **End Wages:** \$ \_\_\_\_\_

**Duties:** \_\_\_\_\_

**From:** \_\_\_\_\_ **To:** \_\_\_\_\_  **Quit**  **Fired**  **Layoff**

### SKILLS AND QUALIFICATIONS

Include any skills, experience, licenses, language, etc. that pertain to this position.

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### INDIAN PREFERENCE

**Are you a member of the Paiute Indian Tribe of Utah?**

**Yes**  **No** (If yes, Certificate of Indian Blood or Tribal ID must be submitted with application)

**Are you a member of the Federally Recognized Tribe?**

**Yes**  **No** (If yes, Certificate of Indian Blood or Tribal ID must be submitted with application)

**AGREEMENT (PLEASE READ CAREFULLY BEFORE SIGNING)**

As a condition of employment, the Paiute Indian Tribe of Utah (Tribe) requires and pays for a screening test for illegal drug use. When asked to take such examination, I will complete this within 24 hours. Failure to do may cause me ineligible for consideration for employment with the Tribe.

**I agree and understand that if my job requires any type of work card, certificate or license I will produce these at the time of my in-processing (certificate, license, diploma, degree, immigration status, etc.).**

I understand that the Tribe is an At-Will Employer, that just as I am free to resign at any time, the Employer reserves the right to terminate my employment at any time, with or without cause and without prior notice. I understand that no person of the Employer has the authority to make any assurances to the contrary.

I understand that the Tribe does not discriminate on the basis of race, sex (including pregnancy), color, age, national origin, disability or any other protected status. We base our hiring decisions on a variety of factors, including skills and ability to perform the job, prior employment experience, employment references as to character and willingness to work, willingness to accept the offered salary and personal interviews.

**BY SIGNING BELOW I AGREE TO AND I UNDERSTAND THE TERMS IN THIS APPLICATION.**

**Signature of Applicant:** \_\_\_\_\_ **Date:** \_\_\_\_\_

HUMAN RESOURCE USE ONLY	
<b>Required Attachments:</b> <input type="checkbox"/> Resume <input type="checkbox"/> Driver’s License <input type="checkbox"/> Diploma/Degree	<b>Additional Attachments:</b> <input type="checkbox"/> CIB/Tribal ID (If Applicable) <input type="checkbox"/> Professional Licenses (if Applicable) <input type="checkbox"/> Additional Certification(s) (if Applicable)
<b>Date Application Received:</b>	<b>Interview Appointment:</b> _____ <b>at</b> _____
<b>Date RL (If Applicable):</b> _____	