

YUROK INDIAN HOUSING AUTHORITY



15540 US Hwy. 101 N., Klamath, CA 95548-9351 • (707) 482-1506; (800) 281-4749; Fax: (707) 482-3117

EMPLOYMENT APPLICATION

Please provide the following:

1. Application for Employment (completed in its entirety) for each position you are applying for
2. Proof of Education (attach copies of transcripts, license, certificate etc.)
3. Proof of Tribal Membership if claiming Indian Preference
4. Copy of current Driver's License & DMV print out.

All four (4) items are mandatory and must accompany your application to be considered for employment. Thank you for your cooperation.

Position Applied For: _____

Today's Date: _____

Name:		PO Box:		SSI #:	
Physical Address:		City:		State:	
				Zip:	

Home Phone:		Cell Phone:		Work Phone:	
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E-mail: _____

May we contact you at work? _____

Yes	No		Yes	No	
<input type="checkbox"/>	<input type="checkbox"/>	Yurok Tribal Member	<input type="checkbox"/>	<input type="checkbox"/>	Have you read the job description?
<input type="checkbox"/>	<input type="checkbox"/>	Other Tribal Member	<input type="checkbox"/>	<input type="checkbox"/>	Are you a Veteran?
<input type="checkbox"/>	<input type="checkbox"/>	Are you a United States Citizen?	<input type="checkbox"/>	<input type="checkbox"/>	Do you have a valid CA Driver's License? License# _____

Date you would be available to start active employment: _____

If Yes, please explain

Yes	No	
<input type="checkbox"/>	<input type="checkbox"/>	Have you ever been discharged or forced to resign from any employment? Explain: _____
<input type="checkbox"/>	<input type="checkbox"/>	Have you been convicted of a felony within the last 5 years? Explain: _____
<input type="checkbox"/>	<input type="checkbox"/>	Are you related to any YIHA employee or Board of Commissioners member? Explain: _____
<input type="checkbox"/>	<input type="checkbox"/>	Do you have any condition which might limit your ability to perform the job? If yes, how can we accommodate your needs? _____

EDUCATION INFORMATION

	School Name & Address	Years	Graduate	Degree
High School				
College/Vocational				
College/Vocational				

EMPLOYMENT HISTORY

Employer Name:		Dates Employed:	
Employer Address:			
Supervisor Name:		Telephone #:	
Position Title:			
Duties:			
Reason For Leaving:			
Employer Name:		Dates Employed:	
Employer Address:			
Supervisor Name:		Telephone #:	
Position Title:			
Duties:			
Reason for Leaving:			
Employer Name:		Dates Employed:	
Employer Address:			
Supervisor Name:		Telephone #:	
Position Title:			
Duties:			
Reason for Leaving:			

May we contact previous employers? Yes No

If No, why not? _____

PROFESSIONAL REFERENCES
List three persons you have worked with or for:

Name/Title:		Name/Title:	
Business Name:		Business Name:	
Telephone:	()	Telephone:	()
Name/Title:		Name/Title:	
Business Name:		Business Name:	
Telephone:	()	Telephone:	()

I authorize investigation of all statements contained in this application. I understand that misrepresentations or omission of facts is cause for dismissal. I further understand that my employment is subject to fair employment practices. I hereby release the Yurok Indian Housing Authority and all other persons from any and all claims, demands and liabilities arising out of or in any way related to such investigation or disclosure.

 Signed

 Date

MANDATORY ITEMS RECEIVED:

- Complete Application
 Copy of Current Driver's License
 DMV Printout
 Proof of Tribal Membership (if claiming Indian Preference)

APPLICANT ELIGIBLE FOR INTERVIEW

- YES – Application is complete and all documents have been received
 NO – Application is incomplete
 NO – Required documents were not provided

Share/Administration/Employment