



**The following documents will need to be attached:**

- High School Diploma
- Degrees, transcripts, Certificate
- Motor Vehicle Record

**SUBMIT APPLICATIONS TO:**

***Ute Indian Tribe***

PO Box 190

Fort Duchesne, UT 84026

Phone: (435) 722-5141

Fax: (435) 722-6823

**EMPLOYMENT APPLICATION**

**INTERVIEW NOTIFICATION WILL ONLY BE GIVEN BY MAIL. IT IS THE APPLICANT'S RESPONSIBILITY TO PROVIDE A CORRECT MAILING ADDRESS.**

<b>Position(s) Applied For</b>			
<b>Name: (Last, First, MI)</b>		Home Phone No:	Cellular Phone No:
E-mail address:	<b>Mailing Address:</b>	<b>City</b>	<b>State</b> <b>Zip Code</b>
Tribal Affiliation	Tribal Enrollment #	Driver's License Number	
Are you legally eligible for employment in the U.S.? <input type="checkbox"/> yes <input type="checkbox"/> no <i>(All new hires will be required to provide proof of eligibility to work in the U.S.)</i>		Have you been arrested for, charged with, or convicted of a crime other than a minor traffic offense? <input type="checkbox"/> yes <input type="checkbox"/> no If your answer is yes, please list the offense, year charged, and disposition of charge on a separate sheet of paper. <u><i>Criminal convictions or arrests may not automatically disqualify you from employment, but failure to provide this information will disqualify you.</i></u>	
Are you able to perform the duties of the job for which you are applying with or without an accommodation?			
Military Record: Military Status: _____ Type of Discharge _____ Are you now in the Reserves or National Guard? <input type="checkbox"/> Yes <input type="checkbox"/> No    If yes, which Branch of the Service? _____			

EDUCATION	Name and Address of School	Circle Last Year Completed	Did you Graduate?	Subjects Studied Degrees Received
High School		1 2 3 4	Y N	
College		1 2 3 4	Y N	
Post College		1 2 3 4	Y N	
Trade, Business, or Correspondence School		1 2 3 4	Y N	
Describe any honors you have received?				

List Skills relevant to the position applied for \_\_\_\_\_  
 \_\_\_\_\_

List all equipment you can operate: \_\_\_\_\_  
 \_\_\_\_\_

**Professional Licenses and Certifications**

Type	Lic/Registration#	Expiration Date	Licensed to practice in UT

**Copies of degrees/diplomas/transcripts/certificates must be attached for educational background to be considered during the screening and interview process.**

**Directions:** Beginning with your present/most recent experience and working background, LIST YOUR WORK RECORD FOR THE LAST 10 YEARS. If jobs held prior to 10 years ago relate to the position you are applying for, list those also. If more than one position has been held with the same organization (Including employment with the Ute Indian Tribe or military service), list each separately. FAILURE TO PROVIDE COMPLETE AND ACCURATE INFORMATION WILL RESULT IN YOUR APPLICATION BEING DISQUALIFIED. If you are attaching a resume you must also fill in all the blanks on this application.

Were you previously employed by the Ute Indian Tribe? <input type="checkbox"/> Yes <input type="checkbox"/> No Date _____	Have you ever been discharged or forced to resign from a position? <input type="checkbox"/> Yes <input type="checkbox"/> No (If yes please explain fully on separate sheet)
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Employer Name and Address	Position Title/Duties Skills	Dates Employed From:   To:	
		Reason for leaving	
		Supervisor's Name:   Telephone:	

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		Reason for leaving	
		Supervisor's Name:   Telephone:	

### Personal References

Name	Address	Phone Number	Years Known

### In Case of Emergency Please Notify:

Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

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

Home Phone (    ) \_\_\_\_\_ Business Phone: (    ) \_\_\_\_\_

### Applicant Consent to Release Liability and Reference Information

I, \_\_\_\_\_ (print name), in consideration of employment with the Ute Indian Tribe (UIT), hereby authorize UIT to perform background checks, reference checks and employment verifications on me. These checks may include, but are not limited to discussions with: supervisors, coworkers, business associates, or other individuals that UIT, in its sole discretion, believes may have relevant job related information regarding my suitability for employment. UIT may also verify information that I have provided on my employment application and/or resume.

I agree not to assert any demands, damages, claims, suits or causes of action or any kind against UIT, its officers, employees, agents or the organizations, officers, employees, and agents contacted arising out of UIT performing a good faith effort to check my employment references.

I acknowledge that my failure to authorize UIT to check my references shall disqualify me from consideration from employment. I acknowledge that UIT has made no representation that employment will be offered to me upon the completion of reference checks.

I understand that the position I am applying for may require a satisfactory background check.

I acknowledge that employment at UIT may be conditioned upon completion of an employment medical assessment, which may include a screening test for the presence of controlled substances. Continued employment would be continued upon the successful completion of any additional medical assessments that may be reasonably requested by the UIT. Upon reasonable suspicion, UIT may require that I participate in further urinalysis screening test for the presence of controlled substances.

I hereby verify, under the penalty of perjury, that the information contained in this application is true, correct, and complete to the best of my knowledge and belief. I am aware that, should an investigation at any time disclose misrepresentation or falsification, my application will be rejected, and I may be dismissed from employment and disqualified from future employment with the Ute Indian Tribe.

**Additional Requirement:** PROOF OF DRIVING RECORD MUST BE SUBMITTED WITH APPLICATION. Please provide a MVR for the past 36 months.

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_