



**An Indian Reorganization Act Village
Under Act of Congress June 15th, 1935**
32 Chilkat Ave. Klukwan, Alaska
HC60 Box 2207 Haines, AK 99827
Phone: 907-767-5505
Fax: 907-767-5518
klukwan@chilkat-nsn.gov

CHILKAT INDIAN VILLAGE EMPLOYMENT APPLICATION

(ONLY COMPLETE APPLICATIONS WILL BE CONSIDERED)

Date _____

Name _____
Last First Middle Maiden

Present address _____
Number Street City State Zip

How long have you lived at your current address _____ Social Security No. ____ - ____ - ____

Email _____

Telephone (____) _____

If under 18, please list age _____

Please 'X' or '✓' Check Mark Position Applying for:

- Carpenter Laborer Mechanic
- Equipment Operator Other _____

Days/hours available to work

No Pref _____ Thur _____
Mon _____ Fri _____
Tue _____ Sat _____
Wed _____ Sun _____

How many hours can you work weekly? _____

Employment desired FULL-TIME ONLY PART-TIME ONLY FULL- OR PART-TIME

When available for work? _____

TYPE OF SCHOOL	NAME OF SCHOOL	LOCATION (Complete mailing address)	NUMBER OF YEARS COMPLETED	MAJOR & DEGREE
High School				
College				
Bus. or Trade School				
Professional School				

HAVE YOU EVER BEEN CONVICTED OF A CRIME? No Yes

If yes, explain number of conviction(s), nature of offense(s) leading to conviction(s), how recently such offense(s) was/were committed, sentence(s) imposed, and type(s) of rehabilitation. _____

Alaskan Native/American Indian? Yes _____ No _____ If YES, you must provide a copy of your tribal enrollment / recognized tribe. Please attach. Tribe: _____ Tribe Phone #: _____ CIB/Enrollment# _____

Native Preference Verified by: Tribal Enrollment _____ C.I.B. _____ Initial and Date: _____ Copy of Card / Certificate: Y _____ N _____



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DO YOU HAVE A DRIVER'S LICENSE? [] Yes [] No

What is your means of transportation to work? _____

Driver's license number _____ State of issue _____ [] Operator [] Commercial (CDL) [] Chauffeur
Expiration date _____

Have you had any accidents during the past three years? How many? _____
Have you had any moving violations during the past three years? How Many? _____

Typing [] Yes [] No _____ WPM 10-key [] Yes [] No Word Processing [] Yes [] No _____ WPM
Personal Computer [] Yes [] No PC [] Mac [] Other _____ Skills _____

Please list two references other than relatives or previous employers.

Name _____ Position _____ Company _____ Address _____ Telephone () _____

An application form sometimes makes it difficult for an individual to adequately summarize a complete background. Use the space below to summarize any additional information necessary to describe your full qualifications for the specific position for which you are applying.



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MILITARY

HAVE YOU EVER BEEN IN THE ARMED FORCES? Yes No
 ARE YOU NOW A MEMBER OF THE NATIONAL GUARD? Yes No
 Specialty _____ Date Entered _____ Discharge Date _____

Work Experience Please list your work experience for the **past five years** beginning with your most recent job held.
 If you were self-employed, give firm name. **Attach additional sheets if necessary.**

Name of employer Address	Name of last supervisor	Employment dates	Pay or salary
City, State, Zip Code Phone number		From To	Start Final
Your last job title			
Reason for leaving (be specific)			
List the jobs you held, duties performed, skills used or learned, advancements or promotions while you worked at this company.			

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May we contact your previous employer? Yes No

Did you complete this application yourself Yes No

If not, who did? _____



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PLEASE READ CAREFULLY

APPLICATION FORM WAIVER

In exchange for the consideration of my job application by the Chilkat Indian Village, I agree that

Neither the acceptance of this application nor the subsequent entry into any type of employment relationship, either in the position applied for or any other position, and regardless of the contents of employee handbooks, personnel manuals, benefit plans, policy statements, and the like as they may exist from time to time, or other Chilkat Indian Village practices, shall serve to create an actual or implied contract of employment, or to confer any right to remain an employee of Chilkat Indian Village, or otherwise to change in any respect the employment-at-will relationship between it and the undersigned, and that relationship cannot be altered except by a written instrument signed by the tribal president of the Chilkat Indian Village. Both the undersigned and Chilkat Indian Village may end the employment relationship at any time, without specified notice or reason. If employed, I understand that the Chilkat Indian Village may unilaterally change or revise their benefits, policies and procedures and such changes may include reduction in benefits.

I authorize investigation of all statements contained in this application. I understand that the misrepresentation or omission of facts called for is cause for dismissal at any time without any previous notice. I hereby give the Chilkat Indian Village permission to contact schools, previous employers (unless otherwise indicated), references, and others, and hereby release the Chilkat Indian Village from any liability as a result of such contract.

I also understand that (1) the Chilkat Indian Village has a drug and alcohol policy; (2) The Chilkat Indian Village can perform random testing after employment; (3) consent to and compliance with such policy is a condition of my employment; and (4) continued employment is based on the successful passing of testing under such policy. I further understand that continued employment may be based on the successful passing of job-related physical examinations.

I understand that, in connection with the routine processing of your employment application, the Chilkat Indian Village may request from a consumer reporting agency an investigative consumer report including information as to my credit records, character, general reputation, personal characteristics, and mode of living. Upon written request from me, the Chilkat Indian Village, will provide me with additional information concerning the nature and scope of any such report requested by it, as required by the Fair Credit Reporting Act.

I further understand that my employment with the Chilkat Indian Village shall be probationary for a period of sixty (90) days, and further that at any time during the probationary period or thereafter, my employment relation with the Company is terminable at will for any reason by either party.

Signature of applicant: _____ Date: _____

The Chilkat Indian Village is an equal employment opportunity employer. We adhere to a policy of making employment decisions without regard to race, color, religion, sex, sexual orientation, national origin, citizenship, age or disability. We assure you that your opportunity for employment with this Chilkat Indian Village depends solely on your qualifications.

Thank you for completing this employment application and for your interest in the Chilkat Indian Village.