



JENA BAND OF CHOCTAW INDIANS

P.O. Box 14, Jena, Louisiana 71342 ♦ 551 Tuska Hina Street, Trout, Louisiana 71371
 PHONE: (318) 992-2717 ♦ FAX: (318) 992-8244 ♦ WEB: <http://www.jenachoctaw.org>

EMPLOYMENT APPLICATION

APPLICANT INFORMATION:

Last Name		First Name		M.I.	Today's Date
Street Address				Apartment/Unit #	
City				State	ZIP
Phone		Select One <input type="checkbox"/> Mobile <input type="checkbox"/> Land	Email Address		
Social Security Number			Driver's License Number		State Issued
Are you a Citizen of the United States?		<input type="checkbox"/> YES <input type="checkbox"/> NO		If NO, are you authorized to work in the U.S.?	
				<input type="checkbox"/> YES <input type="checkbox"/> NO	
Have you ever worked for this company?		<input type="checkbox"/> YES <input type="checkbox"/> NO		If so, When?	
Have you ever been convicted of a felony?		<input type="checkbox"/> YES <input type="checkbox"/> NO		If yes, explain?	

EDUCATION:

HIGH SCHOOL			Address
FROM:	TO:	DID YOU GRADUATE:	Degree
		<input type="checkbox"/> YES <input type="checkbox"/> NO	
COLLEGE			Address
FROM:	TO:	DID YOU GRADUATE:	Degree
		<input type="checkbox"/> YES <input type="checkbox"/> NO	
OTHER			Address
FROM:	TO:	DID YOU GRADUATE:	Degree
		<input type="checkbox"/> YES <input type="checkbox"/> NO	

REFERENCES: PLEASE LIST THREE PROFESSIONAL REFERENCES

1	Full Name	Relationship
	Company Name	Phone
	Address	Email Address
2	Full Name	Relationship
	Company Name:	Phone
	Address	Email Address
3	Full Name	Relationship
	Company Name	Phone
	Address	Email Address

PROFESSIONAL LICENSE:		
Title/Type:	License/Certificate Number:	Expiration Date:

WORK LOCATION / PREFERENCES:	
<input type="checkbox"/> Miko's Steaks & Spirits <input type="checkbox"/> Miko's Gaming <input type="checkbox"/> Twisted Feather <input type="checkbox"/> Maintenance Dept. <input type="checkbox"/> Corporate (Trout) <input type="checkbox"/> Timber Marking <input type="checkbox"/> H.R.T. <input type="checkbox"/> Other: _____	
Date Available:	Desired Salary:
Have you ever resigned a position to avoid being terminated? <input type="checkbox"/> YES <input type="checkbox"/> NO	
If yes, explain:	

PREVIOUS EMPLOYMENT:			
1	Company:		Phone:
	Address:		Supervisor:
	Job Title:	Starting Salary:	Ending Salary:
	Responsibilities:	Start Date:	Last Date:
	May we contact your supervisor for a reference? <input type="checkbox"/> YES <input type="checkbox"/> NO		

2	Company:		Phone:
	Address:		Supervisor:
	Job Title:	Starting Salary:	Ending Salary:
	Responsibilities:	Start Date:	Last Date:
	May we contact your supervisor for a reference? <input type="checkbox"/> YES <input type="checkbox"/> NO		

3	Company:		Phone:
	Address:		Supervisor:
	Job Title:	Starting Salary:	Ending Salary:
	Responsibilities:	Start Date:	Last Date:
	May we contact your supervisor for a reference? <input type="checkbox"/> YES <input type="checkbox"/> NO		

MILITARY SERVICE		
Branch:	From:	To:
Rank at Discharge:	Type of Discharge:	
If other than honorable discharge, explain:		

DISCLAIMER & SIGNATURE	
<p>⊕ I certify that my answers are true and complete to the best of my knowledge. If this application leads to employment, I understand that false or misleading information in my application, resume, or interview may result in my release from employment.</p> <p>⊕ All employees of Jena Band of Choctaw Indians must consent to and successfully pass unannounced drug screenings,</p> <p>⊕ Resumes and applications are kept on file for 6 months.</p> <p>⊕ Resumes are strongly encouraged but not required for upper level (professional) positions.</p> <p>⊕ Complete this application and bring to the corporate office in Trout, OR mail to P.O. Box 14, Jena, LA 71342, OR email to: ajackson@jenachoctaw.org</p>	
Signature:	Date: