



Manchester-Point Arena Band of Pomo Indians
24 Mamie Laiwa Dr. - P.O. Box 623
Point Arena, CA 95468
(707) 882-2788 - FAX (707) 882-3417

EMPLOYMENT APPLICATION

Full Name: _____ Date: _____
Last First M.I.

Address: _____
Street Address Apartment/Unit/Space#

_____ City State ZIP Code

Phone: _____ Email: _____

Position Applied for _____ Desired salary \$: _____

Social Security Number: _____ Date available: _____

Tribal Affiliation _____

Have you ever worked for this Tribe? Yes No When: _____ Position: _____

Do you have friends, relatives or a spouse working for the tribe? _____

Are you a citizen of the United States? Yes No

Are you licensed to drive a vehicle? Yes No Drivers license #: _____

Please provide a DMV print-out of your driving record for the last 5 years.

EDUCATION

High School _____ Address _____

From: _____ To: _____ Did you graduate? _____ Degree: _____

College _____ Address _____

From: _____ To: _____ Did you graduate? _____ Degree: _____

Other: _____ Address _____

From: _____ To: _____ Did you graduate? _____ Degree: _____

_____ TRIBAL COUNCIL

Chairperson-Tisha Jones Vice-Chair-Vacant Treasurer-Ricardo Cruz Secretary-Latrice Gonzalez

REFERENCES

PLEASE LIST REFERENCES

Full Name: _____ Relationship _____

Company: _____ Phone: _____

Address: _____

Full Name: _____ Relationship _____

Company: _____ Phone _____

Address: _____

WORK HISTORY

Company: _____ Phone: _____

Address: _____ Supervisor: _____

Job Title: _____ Starting Salary: _____ Ending: _____

Responsibilities: _____

From: _____ To: _____ Reason for leaving: _____

Company: _____ Phone: _____

Address: _____ Supervisor: _____

Job Title: _____ Starting Salary: _____ Ending: _____

Responsibilities: _____

From: _____ To: _____ Reason for leaving: _____

Company: _____ Phone: _____

Address: _____ Supervisor: _____

Job Title: _____ Starting Salary: _____ Ending: _____

Responsibilities: _____

From: _____ To: _____ Reason for leaving: _____

SPECIAL SKILLS/CERTIFICATIONS

Typing Speed– WPM (Words per minute): _____

Office Equipment - Experience Level - Special skills - Knowledge - Abilities

	1-None	2-Some	3-Competent	4-Expert
____ Word Processing		____ MS Word		____ Macintosh PC
____ Database		____ MS Excel		____ Graphics Software
____ Email		____ MS Power Point		____ Calculator
____ Internet/Web		____ MS Access		____ FAX
____ Graphics		____ IBM/Compatible PC		____ Printer/Scanner
____ Other _____				

COMMUNITY /VOLUNTEER WORK

Have you ever worked for the Tribe before? Yes No When/Position _____

Have you been convicted of a felony in the past 5 years? Yes No When _____

Have you been arrested/incarcerated in the past 5 years? Yes No When _____

For What: _____

Outcome: _____

Answering Yes doesn't automatically disqualify you for employment

MILITARY SERVICE

Branch: _____ From: _____ To: _____

Rank at Discharge: _____ Type of Discharge: _____

Native American Preference:

In accordance with Title VII of the 1932 Civil Rights Act 701(b) and 703(j), preference in filling all vacancies will be given to qualified American Indian candidates.

I, certify that my answers are true and complete to the best of my knowledge.

Signature: _____ **Date:** _____