



San Carlos Apache College

1 San Carlos Ave, Bldg. 3

Phone: (928)475-2016, Email: hr@apachecollege.org

P.O. Box 344 San Carlos, AZ 85550

Employment Application

Position applying for: _____

Full Name: _____ Social Security Number: _____ Date of Birth: _____

First M.I. Last

Address _____

P.O. Box/Street City State Zip

Email address _____ Cell Phone: _____ Home Phone: _____

Are you an enrolled member of the San Carlos Apache Tribe: Yes _____ No _____ Enrollment No. _____

Enrolled member of a federally recognized tribe? Yes _____ No _____ Tribe Name _____ Enrollment No. _____

Do you have a valid driver's license: Yes _____ No _____ if not, is there anything that may prevent you from being eligible for a driver's license: Yes _____ No _____ If yes, please explain?

Driver's license number _____ Driver's License State _____

How did you hear about this job opening? _____

Are you a citizen of the United States: Yes _____ No _____

If no, are you authorized to work in the U.S.: Yes _____ No _____

Have you ever been convicted of a crime other than a minor traffic offense? _____

If yes, please explain. A conviction will not necessarily disqualify an applicant from employment.

Have you ever been employed with San Carlos Apache College? _____

If yes, when? _____

Do any of your family members currently work for San Carlos Apache College? Yes _____ No _____ If yes, who?

(Family members: Spouse; Child; Grandchild; Parent; Grandparent; Brother or sister, whole or half blood, and their spouses; Spouse's parents, siblings, and children)

Do you have any experience, knowledge, skills, abilities, or qualifications that would especially fit you for work with San Carlos Apache College in the position you applied?

Education

Do you have a High School Diploma/GED: Yes _____ No _____

Please list any post-secondary education or equivalent courses of study pursued:

School	Name and Address of School	Course of Study	Check Last Year Completed	Did You Graduate?	List Diploma or Degree
College/University			1 2 3 4 <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>	
College/University			1 2 3 4 <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>	
College/University			1 2 3 4 <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>	

Previous Employment

List all current and previous employment, beginning with your most recent employer:

Company Name & Address

Phone _____

Name of Supervisor _____ From: _____ To: _____

Mo./Yr. Mo./Yr.

Salary: _____ Starting _____ Ending _____ Reason for leaving: _____

Describe in detail the work you did including major responsibilities of your position:

References

Employment References – Other than those listed above

Name and Occupation	Address	Telephone Number

Veterans Preference

Are you claiming veteran's preference: Yes _____ No _____

Branch: _____ From: _____ To: _____

Rank at Discharge: _____ Type of Discharge: _____

Disclaimer and Signature

I certify that all information provided in this application is true and complete to the best of my knowledge. I authorize the investigation of any details or statements included in this application as needed to reach an employment decision. I understand that if I am offered and accept employment, I will comply with all policies and regulations of San Carlos Apache College. I also acknowledge that any employment offered is at will, and that nothing stated or done during the application or interview process creates an implied employment contract. I understand that incomplete applications will not be considered.

Indian Preference: Preference in hiring and promotion may be given in accordance with the Federal and Tribal Indian Preference Act. If claiming preference, a copy of a "Certificate of Indian Blood" is required (please attach). Subject to our Indian Preference policy.

San Carlos Apache College is an Equal Opportunity Employer. All qualified applicants will receive consideration for employment without regard to race, ethnicity, color, creed, religion, sex, age (40 and over), marital status, national origin, veteran status, disability, or any other classification protected by applicable federal, state, or local laws. Discrimination or harassment of any kind is strictly prohibited.

Signature

Date