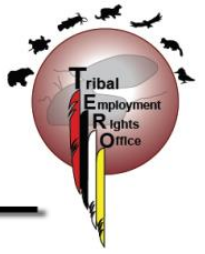


RED LAKE NATION TERO Tribal Employment Rights Office



P.O BOX 416*15525 Mendota Avenue*Redby, MN 56670*(W) 218-679-3350*(F) 218-679-3746

CHECK LIST FOR APPLICATION

❖ *Please check all that is attached.*

- _____ TERO Application
- _____ Indian Preference (I.D, Copy of Enrollment Verification, Verification of Spouse, Dependants, Descendant)
- _____ State ID/Birth Certificate
- _____ Driver's License (Needed if required for job)
- _____ Registration/Insurance (Needed if required for job)
- _____ Birth Certificate
- _____ Diploma/GED
- _____ Other: (List copies of)

For Office Use Only: (Comments)

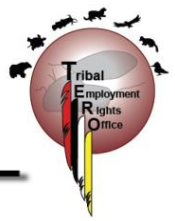
This application is complete and entered into the Red Lake Nation TERO Job Bank on:

_____/_____/_____
Date

Initial

RED LAKE NATION TERO

Tribal Employment Rights Office



ID #:
Office Use Only

DATE: _____

The Information provided on the JOB SKILLS BANK APPLICATION will assist the Tribal Employment Rights Office in matching **qualified**, enrolled Native Americans with placement in their desired work or training. It is important the application be complete and legible. A copy of your **Tribal ID** or **Indian Preference** must be included.

JOB SKILLS BANK APPLICATION

Last Name:		First Name:		Middle:	
Address:		City:		State:	Zip:
Home #: ()		Cell #: ()		Message #: ()	
Male / Female	Birth Date:	Email Address:			
Driver's License: Yes / No	Expires:	CDL License: Yes / No	Expires:	Registration: Yes / No	Expires:

Have you ever been convicted of a crime (Including Traffic Violations)? Yes / No – If yes, list disposition and date:

Use additional sheet if necessary

Do you have any physical handicaps preventing you from doing certain types of work? Yes / No – If yes, explain:

In connection with my application for employment (including contract services), I understand that reports which may contain public record information may be requested or made on me including consumer credit, criminal records, driving record, education, prior employment verification, workers compensation claims and previous and current application information for referrals to employment in all Red Lake Reservation Entities and related business enterprises and all contracted related employment information. These reports will include experience along with reasons for termination of past employment. Further I understand that I hereby authorize without reservation, any party or agency contacted by this employer to furnish the above mentioned information.

AGREEMENT

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

I authorize investigation of all statements contained in this application for employment referrals as may be necessary in arriving at an employment decision.

In the event of employment, I understand that false or misleading information given in my application of interview may result in a discharge. I understand, also that I am required to abide by all rules and regulations of the companies to which I am referred.

Signature

Date

I hereby agree to release all drug test results to future employers, and give my permission for the Red Lake Nation TERO/Drug testing unit to drug test me for employment referral opportunities, this will enhance my employability.

Signature

Date

INDIAN PREFERENCE

- ❖ Provide the documentation of Indian Preference to application. (Tribal ID, Verification of Enrollment, Verification of Spouse, dependents, descendant).

	Red Lake Band of Chippewa Member	Enrollment #:
	Red Lake Band of Chippewa Descendant	Enrolled Member:
	Other Federally Recognized Tribe	Where:

EDUCATION

High School / GED	Year:	Where:	Graduate: Yes / No
College / Technical	Year:	Where:	Graduate: Yes / No
Training / Unions	Year:	Where:	Certified: Yes / No

STATE ANY ADDITIONAL INFORMATION, SKILLS, QUALIFICATIONS, CERTIFICATIONS, AND SPECIALITY TRAINING, AND INCLUDING POSITIONS WITH DATES YOU FEEL MAY BE HELPFUL IN CONSIDERING YOUR APPLICATION.

- ❖ Please remember to attach copies of Degrees, Certificates, Certification and other Documents.

POSITION THAT APPLIES TO YOU

Placement is based on education/experience/qualifications

YEARS	TRADE
	Brick & Block Laying
	Stonemason
	Cement Mason
	Concrete Manufacture
	Concrete Production
	Concrete Construction
	Residential Foundation
	Commercial Foundation
	Frame & Truss
	Exterior Plasterer
	Plasterboard Fixers & Interior Plasterer
	Fibrous Plasterer
	Suspended Ceiling & Interior Partition Installer
	Terrazzo Worker
	Rough Carpenter
	Finish Carpenter/Joiner
	Cabinet Maker
	Trim Carpenter
	Framer Carpenter
	Roofer
	Read Blueprints
	Measure/Cut Materials
	Power Tools
	Drywall
	Taper
	Ceiling Tile Installer
	Tile Installer
	Tile/Marble Setter
	Construction Painter
	Maintenance Painter
	Artisan Painter
	Glazier

YEARS	TRADE
	Residential Electrician
	Commercial Electrician
	Journeymen Electrician
	Master Electrician
	Insulation Workers
	HVAC Installer-Technician
	Heat & Frost Insulator
	Plumbers
	Sheet Metal
	Sprinkler Fitter
	Steam Fitter (Construction)
	Steam Fitter (Refrigeration/Service)
	Pipefitter
	Demolition
	Mechanic
	Operator Engineer
	Heavy Equipment Operator
	Truck Driver
	Welder
	Hazardous Materials Removal
	Boiler Operator
	Commercial Building
	Residential Building
	Road Construction
	Water / Sewer – Heavy
	Machining Technology
	Security Guard
	Laborer
	Other:

Please provide if available:

Union, If so Local #: _____

Non – Union: _____

State Licensure for trade: _____

Years of Experience: _____

Apprenticeship Hours: _____

Journeyman: Yes / No Certificates: Yes / No

WORK HISTORY

Employer:		
Address:	City:	State:
Phone #: ()	Start:	End:
Supervisor:	Position:	
Job Duties:		

Employer:		
Address:	City:	State:
Phone #: ()	Start:	End:
Supervisor:	Position:	
Job Duties:		

Employer:		
Address:	City:	State:
Phone #: ()	Start:	End:
Supervisor:	Position:	
Job Duties:		

❖ *Attach any additional information.*

REFERENCES

❖ *Provide (3) three references that are not related:*

Name:	Phone #: ()
Name:	Phone #: ()
Name:	Phone #: ()

Do you give TERO or the Contractor permission to contact your previous employer and/or personal references? Yes / No

Signature

Date

CHECK LIST FOR TERO

**A Picture ID is required with two other forms identification*

No.	Name:	Date:	For Office Use:
1.	Do you have a Tribal ID?	YES / NO	<i>COPY Y/N</i>
2.	Do you have a State ID?	YES / NO	<i>COPY Y/N</i>
3.	Do you have a Driver's License? (Type A B C D or CDL)	YES / NO	<i>COPY Y/N</i>
4.	Do you have a Social Security Card?	YES / NO	<i>COPY Y/N</i>
5.	Do you have a Birth Certificate?	YES / NO	<i>COPY Y/N</i>
6.	Are you able to pass a drug test? (Required)	YES / NO	
7.	Do you have liable transportation?	YES / NO	
8.	Do you have vehicle Registration?	YES / NO	<i>COPY Y/N</i>
9.	Do you have vehicle Insurance?	YES / NO	<i>COPY Y/N</i>
10.	Will you travel for work? If so, how far?	YES / NO	_____Miles
11.	What trade do you have the most experience?		
12.	Years of experience in that trade?		_____Years
13.	Do you have any diplomas or certificates?	YES / NO	<i>COPY Y/N</i>
14.	Are you in a Union? If so Local #?	YES / NO	
15.	Are you a Journeyman? If so, what type?	YES / NO	
16.	Are you an Apprentice? If so, how many hours?	YES / NO	_____Hours
17.	Do you have tools to start?	YES / NO	
18.	Do you have work clothes to start?	YES / NO	
19.	Are you on any programs? (477-GA or MFIP-State)	YES / NO	

Current Contact #: _____(Home) _____(Cell)