



SHOSHONE-BANNOCK HOTEL  
EVENT CENTER ♦ FORT HALL, ID

Employment Application  
Human Resource Department  
PO Box 868  
Fort Hall, Idaho 83203  
208-237-8778 ext. 3014

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**Instructions:** All sections of this application must be filled out completely, including the names, addresses and phone numbers of your most recent employers and references. Incomplete applications will not be considered.

**Please print and completely answer all questions:**

POSITION APPLIED FOR: \_\_\_\_\_ DATE: \_\_\_\_\_

Salary Range: \_\_\_\_\_ Available to start: \_\_\_\_\_

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**PERSONAL INFORMATION**

\_\_\_\_\_  
(Last Name) (First Name) (Middle Name)

\_\_\_\_\_  
(Address) (City) (State) (Zip Code)

\_\_\_\_\_  
(Date Of Birth) (Social Security Number)

\_\_\_\_\_  
(Telephone Number) (Second Telephone Number)

Email address: \_\_\_\_\_

Is there any other name under which you have employment or education records? Yes No

If yes, indicate name records are listed under: \_\_\_\_\_

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## WORK AVAILABILITY:

What days and hours are you available for work? \_\_\_\_\_

Are you available for work on weekends? Yes No

Would you be available to work overtime? Yes No

Are you at least 18 years old? Yes No

Are you able to perform the essential functions of the job for which you are applying? Yes No

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## WORK RELATIONSHIPS

Are you related to any employee of Shoshone-Bannock Hotel & Event Center? Yes No

If yes, Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Have you ever worked for Shoshone-Bannock Tribes or any of their vendors, associations or partners?  
Yes No

If yes, please explain \_\_\_\_\_

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## CRIMINAL HISTORY

Have you ever been convicted of a crime (felony or misdemeanor) other than a minor traffic offense?  
(a conviction will not necessarily automatically disqualify you for employment) Yes No

If yes, please explain and give name of court, disposition and dates: \_\_\_\_\_

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## NATIVE AMERICAN PREFERENCE

Are you an enrolled Shoshone-Bannock Tribal member: Yes No

Tribe affiliation: \_\_\_\_\_ Enrollment number: \_\_\_\_\_

(Please submit a copy of your enrollment card or certificate of Tribal enrollment for Indian Preference)

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## EDUCATION, TRAINING, AND EXPERIENCE:

	School Name	Address	Years Completed	Did you Graduate?	Degree/Diploma or Certification
High School					
College					
Vocation/Other					

Do you have any other experience, training, qualifications or skills which you feel make you especially suited for work at the Hotel? Yes No

If yes, please explain: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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**EMPLOYMENT HISTORY:** (List below all present and past employment starting with your most recent employer (last 10 years is sufficient). Account for all periods of unemployment. You must complete this section even if you attach a resume.

Company Name: \_\_\_\_\_ Telephone Number: (\_\_\_\_) \_\_\_\_\_

Address: \_\_\_\_\_ Dates Employed: \_\_\_\_\_ to: \_\_\_\_\_

Name of Supervisor: \_\_\_\_\_ Starting Salary: \_\_\_\_\_ Ending: \_\_\_\_\_

Your Job Title: \_\_\_\_\_ Reason for leaving: \_\_\_\_\_

May we contact your current employer?  Yes  No

Describe work duties: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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Company Name: \_\_\_\_\_ Telephone Number: (\_\_\_\_) \_\_\_\_\_

Address: \_\_\_\_\_ Dates Employed: \_\_\_\_\_ to: \_\_\_\_\_

Name of Supervisor: \_\_\_\_\_ Starting Salary: \_\_\_\_\_ Ending: \_\_\_\_\_

Your Job Title: \_\_\_\_\_ Reason for leaving: \_\_\_\_\_

Describe work duties: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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Company Name: \_\_\_\_\_ Telephone Number: (\_\_\_\_\_)\_\_\_\_\_

Address: \_\_\_\_\_ Dates Employed: \_\_\_\_\_ to: \_\_\_\_\_

Name of Supervisor: \_\_\_\_\_ Starting Salary: \_\_\_\_\_ Ending: \_\_\_\_\_

Your Job Title: \_\_\_\_\_ Reason for leaving: \_\_\_\_\_

Describe work duties: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

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Company Name: \_\_\_\_\_ Telephone Number: (\_\_\_\_\_)\_\_\_\_\_

Address: \_\_\_\_\_ Dates Employed: \_\_\_\_\_ to: \_\_\_\_\_

Name of Supervisor: \_\_\_\_\_ Starting Salary: \_\_\_\_\_ Ending: \_\_\_\_\_

Your Job Title: \_\_\_\_\_ Reason for leaving: \_\_\_\_\_

Describe work duties: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

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**REFERENCES:** (Please list three persons not related to you who have knowledge of your work performance within the last three years)

\_\_\_\_\_  
Name Organization/Company Name (\_\_\_\_\_) Telephone

\_\_\_\_\_  
Name Organization/Company Name (\_\_\_\_\_) Telephone

\_\_\_\_\_  
Name Organization/Company Name (\_\_\_\_\_) Telephone

**Applicant's Acknowledgment**

**(please read carefully and sign)**

I certify that the information I have given herein is true and complete to the best of my knowledge. I understand that any misrepresentation, omissions of facts, or incomplete answers in any application document will disqualify me from further consideration for employment. I further understand that, if employed, any misrepresentations or omissions of facts in any application document will be cause for my immediate dismissal.

I understand that, if employed, my employment with the Employer is not for a specific term and may be terminated by me or the Employer with or without notice or cause at any time. I further understand that no oral promise, Employer policy, customer business practice or other procedure (including the Employer's Personnel Handbook or any personnel manuals) constitute an employment contract or modification of the at-will employment relationship between me and the Employer.

I authorize investigation of all matters outlined in this application. I hereby give the company and/or its designated subscriber permission to contact previous employers, doctors, medical providers, references, and to conduct investigative background inquires on me including consumer credit, criminal convictions, motor vehicle and other reports from various Federal, State and other agencies that maintain records related to the above mentioned items, as well as, claims records on file at insurance companies. I hereby release the company and any person giving or receiving any such information for any purpose related to my employment from any liability as a result of such contacts. Information regarding credit history and driving history will not be inquired into unless it is necessary and directly related to the job applied for in this application.

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**Applicant's Signature**

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**Date**

