

Spirit Lake Tribe
Pre-Employment Questionnaire

Notice to Applicant: As part of the employment selection process Spirit Lake Tribe, you are subject to a background report, including a criminal records check.

1. Full Name				2. Date of Birth	
Last Name	First Name	Middle Name	Jr., II, etc.		
3. Other Names Used – Maiden name, former marriage, alias(s), or nickname(s). Name				4. Driver's License No./ Issuing State	
5. Place of Birth				6. Social Security Number	
City	County	State			
7. Residence – List where you have lived, beginning with the most recent and working back 5 years. All periods in the last 5 years must be accounted for in your list.					
Month/Year	Month/Year	Street Address	City	State	Zip code
1)	To Present				
Month/Year	Month/Year	Street Address	City	State	Zip code
2)	To				
Month/Year	Month/Year	Street Address	City	State	Zip code
3)	To				
8. Employment - List your employment activities, beginning with the present and working back 5 years. The 5 year period must be accounted for without breaks. For periods of unemployment, list dates and "unemployed" or "attending school."					
Month/Year	Month/Year	Employer Name	Job Title		
1)	To				
Employer Street Address			City	State	Zip Code
Supervisor's Name			Telephone No.		
Major Duties					
Reason For Leaving					
Month/Year	Month/Year	Employer Name	Job Title		
2)	To				
Employer Street Address			City	State	Zip Code
Supervisor's Name			Telephone No.		
Major Duties					
Reason For Leaving					

Application Continuation

Last Name	First Name	Middle Initial	Jr., II, etc.	Social Security Number
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Month/Year	Month/Year	Employer Name	Job Title	
3) _____ To _____				
Employer Street Address		City	State	Zip Code
Supervisor's Name			Telephone No.	
Major Duties				
Reason For Leaving				

Month/Year	Month/Year	Employer Name	Job Title	
4) _____ To _____				
Employer Street Address		City	State	Zip Code
Supervisor's Name			Telephone No.	
Major Duties				
Reason For Leaving				

Month/Year	Month/Year	Employer Name	Job Title	
5) _____ To _____				
Employer Street Address		City	State	Zip Code
Supervisor's Name			Telephone No.	
Major Duties				
Reason For Leaving				

Employment Background Information — For the question below, provide all additional required information in the space provided or on a separate sheet. Ensure full name and social security number is on any attachments to this application.		
9. Have you ever been fired from any job for any reason?	YES	NO
If "YES", use Item 13 to provide the date, an explanation of the problem, reason for leaving, and the employees name and address.	<input type="checkbox"/>	<input type="checkbox"/>

Application Continuation

Last Name	First Name	Middle Initial	Jr., II, etc	Social Security Number
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Background Information — For all questions, provide all additional required information in the space provided or on a separate sheet. Ensure full name and social security number is on any attachments to this application.

<p>10. Have you ever quit a job after being told that you would be fired, or did you leave any job by mutual agreement because of specific problems?</p> <p>If "YES", use Item 13 to provide the date, an explanation of the problem, reason for leaving, and the employer's name and address.</p>	YES <input type="checkbox"/>	NO <input type="checkbox"/>
<p>11. Have you ever been arrested for, charged with, or convicted of, been imprisoned, been on probation, or been on parole for any offense(s)? Include all offenses where you have been found guilty, pled guilty or nolo contendere (no contest). (Leave out traffic fines of less than \$150.00.)</p> <p>If "YES", use Item 13 to provide the date, explanation of violation, place of occurrence, and the name and address of the police department or court involved.</p>	YES <input type="checkbox"/>	NO <input type="checkbox"/>
<p>12. Are you now under charges for any violation of law?</p> <p>If "YES", use Item 13 to provide the date, explanation of violation, place of occurrence, and the name and address of the police department or court involved.</p>	YES <input type="checkbox"/>	NO <input type="checkbox"/>

13. Use this space to provide explanations to any questions you may have answered, "YES" on this questionnaire.

Certification

My statements on this questionnaire, and any attachments to it, are true, complete, and correct to the best of my knowledge and belief and are made in good faith. I understand that a false or fraudulent answer to any question or item on any part of this questionnaire or its attachments may be grounds for not hiring me, or firing me after I begin work.

Applicant's initials Date

I certify that I have received notice that a background report, including a criminal history records check, will be conducted on me as a condition of potential employment. I understand my right to obtain a summary of any criminal history report made available to **Spirit Lake Tribe** and my right to challenge the accuracy and completeness of any information contained in the report.

Applicant's Signature Printed Name Date