

Position Applying for \_\_\_\_\_



**Phone: 701-381-0204 Fax: 701-766-1272**

Please read carefully and complete all areas on this application. All required documents must be attached or this application will be considered **INCOMPLETE!** It is the applicant's responsibility to make sure that their application is complete. Human Resource will **NOT TAKE** documents out of past files or pervious applications.

Possible Points	Application Checklist	Documents received
7	Copy of Tribal Enrollment verification or Tribal Picture ID <b>(Required if claiming Native American preference)</b>	
6	Two forms of ID. <b>Required</b> Copy of North Dakota Driver's License, Photo ID, Social Security Card, Tribal ID or Work Badge <b>(Valid Driver's License for all driving positions)</b>	
5	Copy of High School Diploma/GED or College Degree/Transcripts <b>(Provide copies if required for position)</b>	
2	Training Certificates	
7	Copy of DD214 <b>(Required if claiming veteran service)</b>	
5	Resume <b>(Recommended)</b>	
4	Three written references <b>(Recommended and must be within 24 months)</b>	

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HR Initials