

APPLICATION FOR EMPLOYMENT



Mississippi Pillager LLC DBA
White Earth Enterprise
Human Resources

Address: 3282 US Hwy 59 Waubun, MN 56589 | **Phone:** 218-473-2145

This application for employment is active for 90 days only. Consideration for employment after¹90 days requires a new application.

Mississippi Pillager LLC DBA White Earth Enterprise exercises Native Preference in hiring. After this preference is applied, applications are considered for positions without regard to race, color, religion, sex, national origin, age, marital status, handicap or disability.

Mississippi Pillager LLC DBA White Earth Enterprise is proud to be a Drug Free Workplace. Tests for alcohol and illegal drug use may be required prior to and during employment.

Position(s) Sought: _____ Full-Time Part-Time Temporary

How did you hear about us? Advertisement in: _____

Employment Agency Employee/Friend/Relative referred me: _____

Posted Job Vacancy at: _____ Other: _____

Conditions of employment are stated at the end of this form. Please read carefully before you sign this application.

Personal Information

Name: _____ Today's Date: _____

Mailing Address: _____
City State Zip

E-Mail Address: _____ Phone: (____) _____

Do you have a valid Driver's License? Yes No **(Please provide a colored copy; email is accepted)**

Are you legally eligible for employment in the United States? Yes No *If offered employment, you will be required to provide documentation to verify employment eligibility*

Are you over 18 years old? Yes No

Have you filed an application here within the last 90 days? Yes No

Have you been employed here before? Yes No

May we contact your present employer? Yes No Not applicable

Are you a veteran of the U.S. Military? Yes No If yes, which branch? _____

Mississippi Pillager LLC DBA White Earth Enterprise extends preference in hiring to Native Americans with proper tribal documentation. In order to qualify, the following information must be completed:

Do you request consideration under this preference? Yes No Enrolled Member: Yes No

Tribal Affiliation: _____ Enrollment Number: _____

White Earth Descendent (one generation) Yes No

First & Last name of enrolled parent: _____

Educational Information: *Please indicate education or training which you believe qualifies you for the position you are seeking.*

High School

Received: Diploma G.E.D. Year Graduated: _____ School Name: _____

College and/or Vocational School

Degree/Certificate: Associates Bachelors Masters Doctorate

Major: _____ Year Graduated: _____

School: _____ City/State: _____

Other Training and/or Degrees relevant to this position:

Degree or Certification earned: _____

Course(s): _____

Employment Information: *List your last employer first, include military service and volunteer activities. Attach additional sheets if necessary.*

If employment was under a different name, indicate name: _____

1 Employer: _____ City/State: _____

Phone: (____) _____ Position: _____ Dates: From _____ to _____
Mo/Yr Mo/Yr

Supervisor: _____ Department: _____

Duties: _____

Reason for Leaving: _____

2 Employer: _____ City/State: _____

Phone: (____) _____ Position: _____ Dates: From _____ to _____
Mo/Yr Mo/Yr

Supervisor: _____ Department: _____

Duties: _____

Reason for Leaving: _____

3 Employer: _____ City/State: _____

Phone: (____) _____ Position: _____ Dates: From _____ to _____
Mo/Yr Mo/Yr

Supervisor: _____ Department: _____

Duties: _____

Reason for Leaving: _____

Knowledge, Skills and Abilities: *Indicate any additional knowledge, skills or abilities that you have that may help you in this position.*

Required Reference Information

Please provide three individuals who you know professionally and/or personally, and who are not related to you. FAILURE TO PROVIDE REFERENCE WITH A FULL ADDRESS WITH PHONE NUMBER WILL RESULT IN AN INCOMPLETE APPLICATION.

Name: _____ Phone: (____) _____

Address: _____

Professional Personal Reference Relationship: _____

Name: _____ Phone: (____) _____

Address: _____

Professional Personal Reference Relationship: _____

Name: _____ Phone: (____) _____

Address: _____

Professional Personal Reference Relationship: _____

Acknowledgment and Signature

The Mississippi Pillager LLC DBA White Earth Enterprise endorses the concept of "employment at will", which means, "I will be an employee at will; that is, my employment will be for no definite period of time, but will be subject to termination by myself or the company at any time for any reason." I understand and agree that, if hired, my employment is for no definite period and may be terminated at any time without prior notice.

In connection with my application for employment, I understand that consumer reports or investigative 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 others. These reports will include experience along with reasons for termination of past employment. I authorize without reservation any party or agency contacted by this employer to furnish the above-mentioned information.

I certify that the answers given to the questions on this application are complete and true to the best of my knowledge, and that any material representation, falsification, or omission shall be grounds for dismissal. I authorize investigation of all statements contained in this application for employment as may be necessary in arriving at an employment decision.

Signature of Applicant

Date

Application Requirements Checklist (Pre-Submission):

Failure to provide these documents will result in an INCOMPLETE application and will not be processed until documents are received before job closing date.

- Completed White Earth Enterprise Application
- Cover Letter
- Resume
- Credentials (if required)
- Tribal Enrollment Verification (if applicable)
- Diploma(s) High School, College
- Certificate(s)
- Unofficial transcripts