EASTERN BAND OF CHEROKEE INDIANS

TRIBAL EMPLOYMENT RIGHTS OFFICE



JOB BANK APPLICATION

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JOB BANK APPLICATION FORM

Dear Job Bank Applicant:

The Indian Preference law was enacted to ensure that members of the EBCI and other federally recognized tribes are given preference in hiring. Covered employers are required to contact the Tribal Employment Rights office (TERO) to find qualified Tribal members when hiring. The information provided on this application will assist the Job Bank Coordinator in matching qualified individuals with referrals to employers, contractors, tribal entities and for advertised TERO training.

Job bank participants are responsible for self-promotion and shall make efforts to establish positive contacts and relationships with prospective employers. Participants are required to comply with all rules and polices of the employer.

It is the job bank participant 's responsibility to inform TERO of any changes to contact information, especially phone numbers and addresses in a timely manner.

Failure to adhere to the compliance agreement shall result in immediate removal from the Job Bank. A participant will be allowed to submit a new Job Bank Participation six (6) months from the date of their removal.

Preference is given in the following order:

- 1) Enrolled members of the Eastern Band of Cherokee Indians.
- 2) Members of other federally-recognized Tribes.
- 3) Spouses of enrolled members and parents of minor children that are members of the EBCI or other federally-recognized Tribe.

Welcome to the EBCI TERO Job Bank!

JOB BANK PARTICIPANT INFORMATION

Date:				
Name:				
Physical address:	Mailing address (If different from physical address):			
Phone number(s): Home: ()	Cell: ()			
Do you want job information emailed to you? ☐ YES ☐ NO Email address:				
Birthdate:/				
Tribal Affiliation(Attach the copy of enrollments	Roll No ent verification)			
If not an enrolled member, check the appropriate	te designation:			
☐ Spouse of enrolled member:	Roll No.:			
☐ Parent of minor enrolled member:	Roll No.:			

If you are claiming to be the parent of a minor enrolled member, please include a copy of the enrolled child's birth certificate, listing you as a parent and the child's enrollment information. If you are claiming to be a spouse of an enrolled member, please include a copy of your marriage certificate and your spouse's enrollment verification.

EMPLOYMENT PROFILE

Please check the highest level of education completed: ☐ GED					
☐ High school diploma					
Name:	Graduation date:				
☐ Some college					
School:	Years attended:				
Course of study:					
☐ Associates Degree					
School:	Graduation Date:				
Degree earned:					
☐ Bachelor's degree					
School:	Graduation date:				
Degree earned:					
□ Other:					
If you haven't obtained your high school diploma, would you be interested in receiving FREE training to obtain your G.E.D.?					
List specialized training or licenses:					
-					

WORK HISTORY

List past employers starting with mo	st recent:		
Employer Name:		Job Title:	
Dates from:			
Please describe all job duties:			
Reason for leaving:			
Employer Name:		Job Title:	
Dates from: Please describe all job duties:			-
Reason for leaving:			
Employer Name:		Job Title:	
Dates from: Please describe all job duties:	to:		_
Reason for leaving:			
Employer Name:			
Dates from:	to:		_
Reason for leaving:			

EMPLOYMENT DESIRED

What type of work are you interested in? Describe any type of experience you have had in					
those following areas:					
□ Construction-Laborer:					
□ Operator:					
☐ Masonry:					
☐ Landscaping:					
☐ Restaurant (server, cook, etc.):					
☐ Housekeeping:					
□ Receptionist/Clerical:					
☐ Hotel desk attendant:					
☐ Casino work:					
☐ Bank work:					
□ Caregiver:					
□ Other:					
What type of employment are you seeking?					
□ Full-time					
□ Part-time					
□ Seasonal					
☐ Temporary					
Temporary					
What type of hours are you willing to work? to					
Explain:					
Explain.					
Are you interested in any type of training? Example: computers, Microsoft Office, etc.					
Are you interested in any type of training: Example, computers, who osoft office, etc.					
Disease describe visus representatille (or incorporable presentation)					
Please describe your personal skills (eg., responsible, organized, etc.)					



COMPLIANCE AGREEMENT

l,	, agree to the following while utilizing the Job Bank
for jo	p placement:
	be at the job every day on time and ready to work; be a productive employee and show initiative to become a better employee; complete all assigned tasks as directed; work required number of hours; comply with all applicable rules and regulations of the employer wear proper clothing and footwear and obtain equipment needed for a job; attend training as required by employer; project the highest degree of professionalism at all times; and be Drug-Free.
Bank.	e to adhere to any of these expectations will result in immediate removal from the Job A participant that has been removed may appeal the removal by writing a formal e of appeal within thirty (30) days of removal. A participant that has been removed may it another participation form after six (6) months.
Signat	ture: Date:



T.E.R.O JOB BANK PARTICIPANT SURVEY

The following survey is an attempt to gather suggestions from Job Bank participants on how to better improve upon how you receive trainings and job referral information from the Tribal Employment Rights Office.

1.	Do you need assistance with: ☐ Resume writing	☐ Interviewing skills	☐ Computer skills		
2.	2. Are you interested in receiving training/certification? ☐ Yes ☐ No (If YES continue; if NO skip to question 4)				
3.	3. Which of the following are you interested in?				
	 □ Welding □ OSHA □ CDL □ Plumbing □ Masonry □ Heavy Machinery □ Electrical □ Flagging 	☐ Grant Wr ☐ Court Rep ☐ Apprention	danagement Contractor License Fiting		
4. Is there other training or certification that you are interested in?					
5. How can T.E.R.O help you with employment opportunity?					
Your Name:					
Best contact info: (phone number or email address)					
Υοι	ur Gender: Male	☐ Female			
Enrolled Tribal Member? Tribe:					