



***The Nooksack Indian Tribal Administration
and the businesses of the Nooksack Indian Tribe***

5048 Mt. Baker Highway, Deming, WA 98244

Tribal Administration: 360-592-5176 / Casino Administration: 360-592-5472



Application for Employment

The Nooksack Indian Tribe and its businesses are Equal Employment Opportunity employers except as provided by the Indian Preference Act (PL93 Section 638, Section B.) All applicants are considered on the basis of their ability to perform the job functions without regard to individual race, religion, color, sex, age, national origin, any physical disability, marital or veteran status, sexual orientation, or any other condition covered by applicable laws. It is our intention that all applicants be given equal opportunity and that selection decisions be based on job-related factors.

Please Note: The information contained in the employment application is the property of the Nooksack Indian Tribe. This application is valid for 90 days. If you have any questions or need assistance, please ask.

Personal Information

Date of Application: _____

Applicant Last Name: _____ First: _____ Middle Initial _____

Any other names used by you for educational or employment purposes: _____

Street address: _____

City: _____ State: _____ Zip Code: _____

Telephone Number(s): _____ Social Security Number: _____

In case of emergency, notify: Name: _____ Telephone Number(s): _____

Business requirements, including compliance and controls, may require that relatives by blood, marriage or persons who cohabit not work together in certain circumstances. Please list any persons related to you by blood, marriage, or with whom you cohabit who are also employed by Nooksack Indian Tribe: _____

The law prohibits persons who are not at least 18 years of age from gaming employment at the Nooksack River Casino and Nooksack Northwood Casino. Are you 18 years of age or more? Yes ___ No ___

If hired, can you provide identification that establishes your legal right to work in the U.S.? Yes ___ No ___

Have you ever been employed by the Nooksack Indian Tribe or any of its businesses? Yes ___ No ___

If yes, what year? _____ What position did you hold? _____

Have you ever applied for a position with the Nooksack Indian Tribe, the Nooksack River Casino or Northwood Casino? Yes ___ No ___

If employed previously by the Nooksack Indian Tribe, what name did you use? _____

Are you an enrolled member of an Indian Tribe/Nation? Yes ___ No ___ If yes, which Tribe/Nation: _____

Are you married or economically tied to an enrolled native American? Yes ___ No ___

Employment Desired

Position applied for (1st choice): _____ 2nd Choice: _____

Location: ___ Tribal Administration ___ Nooksack River Casino: ___ Northwood Casino: ___ Nooksack Market Centre

Desired rate of pay: _____ Type of work desired: Full time: ___ Part Time: ___ Temporary: ___

Preferred shifts: Days: ___ Swing: ___ Graveyard: ___ Any ___

Please be aware that our business needs may require that you work holidays, weekends and or nights.

Employment History (The following must be completed)

List your employment record for the **last 10 years** starting with your most recent position and include military service, part time work, summer jobs or unemployment. List all promotions within each job. NOTE and explain any periods of unemployment over 1 month on the back of this application form. Please complete this section even if you are attaching a resume.

May the Nooksack River or Northwood Casino contact your present employer? Yes _____ No _____

Company Name: _____ Position(s) held: _____
Address: _____ City: _____ State: _____
Zip Code: _____ Telephone Number(s): _____
Job Duties: _____
Dates of employment (month, year) From: _____ to: _____
Immediate supervisor: _____ Reason for leaving: _____
Beginning Salary: \$ _____ per: _____ Ending salary \$ _____ per _____

Company Name: _____ Position(s) held: _____
Address: _____ City: _____ State: _____
Zip Code: _____ Telephone Number(s): _____
Job Duties: _____
Dates of employment (month, year) From: _____ to: _____
Immediate supervisor: _____ Reason for leaving: _____
Beginning Salary: \$ _____ per: _____ Ending salary \$ _____ per _____

Company Name: _____ Position(s) held: _____
Address: _____ City: _____ State: _____
Zip Code: _____ Telephone Number(s): _____
Job Duties: _____
Dates of employment (month, year) From: _____ to: _____
Immediate supervisor: _____ Reason for leaving: _____
Beginning Salary: \$ _____ per: _____ Ending salary \$ _____ per _____

Company Name: _____ Position(s) held: _____
Address: _____ City: _____ State: _____
Zip Code: _____ Telephone Number(s): _____
Job Duties: _____
Dates of employment (month, year) From: _____ to: _____
Immediate supervisor: _____ Reason for leaving: _____
Beginning Salary: \$ _____ per: _____ Ending salary \$ _____ per _____

Company Name: _____ Position(s) held: _____
Address: _____ City: _____ State: _____
Zip Code: _____ Telephone Number(s): _____
Job Duties: _____
Dates of employment (month, year) From: _____ to: _____
Immediate supervisor: _____ Reason for leaving: _____
Beginning Salary: \$ _____ per: _____ Ending salary \$ _____ per _____

Additional Information

List any current, valid license or permit of any kind (including gaming) in your possession.

Have you ever had a license or permit revoked or had an objection made against your application? ___Yes ___No

If hired for a position that requires the operation of a Nooksack vehicle, can you provide a valid and current driver's license and a Motor Vehicle's Department Record? ___Yes ___No

Describe any special skills, training, apprenticeships or activities which you feel qualifies you for the position: _____

Describe your customer service experience and skills: _____

If you have experience in computer operation, please list the software applications you are familiar with: _____

List any languages (other than English) that you speak, read or write: _____

Education

	Name	City	State	Grade/Level/Degree
High School				
College				
Graduate Studies				
Trade School, Other				
U.S. Military Service				

References

List the names, addresses and phone numbers of three people (not related to you or former employers) who have knowledge of your job experience and abilities:

Name	
Address	
Occupation	
Telephone number	
How long known each other	

Name	
Address	
Occupation	
Telephone number	
How long known each other	

Name	
Address	
Occupation	
Telephone number	
How long known each other	

Nooksack River Casino and Northwood Casino

Employment Reference Verification

Date _____

Dear Sir or Madam:

The individual named below has informed us that he/she has been previously employed by your company. We would greatly appreciate your furnishing us with as much information requested below as possible. We assure you that any information you may give us will be held in the strictest confidence.

Thank you for your prompt reply.

Nooksack River Casino
Human Resources Department
5048 Mt Baker Hwy
Deming, WA 98244
360-592-5472

To Whom It May Concern:

I have applied for a position with the Nooksack River Casino or Nooksack Northwood Casino and hereby authorize my former employer(s) to furnish any information that they may have regarding my employment. I hereby release all those obtaining or releasing information from all liability for any damages whatsoever obtaining or releasing same.

Print Name

Signature

Applicant Name _____ Social Security No. _____

Dates applicant was employed by you: From _____ To _____

Salary \$ _____ Per _____

Position(s) Held _____

Why did applicant leave your company? _____

Would you rehire? Yes ___ No ___ If not, why? _____

	Poor	Fair	Average	Very Good	Excellent
Cooperation					
Attendance					
Responsibility					
Quality of Work					
Quantity of Work					

Completed By _____

Signed _____

Title _____

HOW DID YOU HEAR ABOUT US?

Newspaper Ad

Bellingham Herald Cascadia Weekly
 The Echo The Western Front
 Other _____

Website

Nooksack River Casino
 Nooksack Northwood Casino
 Bellingham Technical College
 Casinocareers.com
 Craigslist.com
 Western Washington University
 Worksource
 Other _____

Job Fair

Bellingham Technical College
 Western Washington University
 Whatcom Community College
 Worksource
 Other _____

College Job Board

Bellingham Technical College
 Western Washington University
 Other _____

Referral

Nooksack River Casino Employee
Employee's Name _____
 Northwood Casino Employee
Employee's Name _____
 Friend/Relative Walk-In

Other Source

Please Read the following Statements Carefully

With a signature below, the applicant acknowledges (or acknowledges asking for assistance with) the following:

Truthfulness: The applicant hereby states that the information contained in this application is true, correct and complete to the best of his/her knowledge. The applicant understands that falsification, omission or misrepresentation of information on this application or any subsequent request for information made by the Nooksack Indian Tribe or its agents (hereafter referred to as NIT) are grounds for withdrawal of the offer of employment and/or disciplinary action up to and including the possible termination of employment.

Background Check: The applicant hereby authorizes NIT to conduct a routine inquiry during NIT's initial and subsequent processing of this application form with will provide NIT with applicable information concerning the applicant's character, general reputation, personal characteristics, personal credit history, job history and any other information which is determined by NIT to be necessary to determine the applicants suitability for employment. The applicant's signature below authorizes such inquiries to be held at any time during employment with NIT and should the applicant be employed by NIT.

Identification: The applicant acknowledges that Federal law and NIT policy prohibits companies from hiring any person unless he/she presents documents which establish that person's identity and eligibility to work in the United States. The applicant acknowledges that providing such documentation is a condition of employment.

Gaming License: State law and NIT policy prohibit any person to work at the Nooksack Casino or Northwood Casino without obtaining and maintaining a valid gaming license as issued by the Nooksack Tribal Gaming Agency. The applicant acknowledges that obtaining and maintaining such a license is a condition of employment.

Drug Testing: The applicant acknowledges that successfully passing a drug and alcohol test (as required by current NIT policy and procedure) is a condition of employment. The applicant also acknowledges that refusal to submit to such testing (and the resultant conditions of current during and alcohol policy) prior to and during the course of employment will result in the withdrawal of the offer of employment or termination of employment. The applicant also hereby authorizes the release of the results of any such testing to NIT.

At Will Employment: The applicant acknowledges that this application for employment in no way implies a contract for employment between the applicant and NIT. If employed by 'Nit, the applicant further understands that his/her employment is terminable by NIT at will, that he/she is not being employed for any specified time, and that employment is not guaranteed in any way through a contract unless defined specifically in a written agreement authorized and signed by the General Manager and/or the Tribal Chairperson of the Nooksack Indian Tribe and the applicant/employee.

Health Examination: The applicant is aware that some positions at NIT may require the applicant to undergo a health examination as a prerequisite for employment and that the information from this examination will be released on a need to know basis to NIT.

General Release: The applicant hereby releases NIT its agents and any person or entity that provides or receives information pursuant to the above statements from any and all liability and any damage which may arise therefrom.

The applicant acknowledges that the above statements in no way alter the status or rights of the Nooksack Indian Tribe.

Applicant's Signature: _____ Date: _____