



COW CREEK GAMING & REGULATORY COMMISSION

2058 NE Airport Rd
Roseburg OR 97470

APPLICATION FOR EMPLOYMENT

PLEASE PRINT/This application must be fully completed by the person applying for employment

PERSONAL DATA

NAME (Last, First, Middle):		Date
Present <u>Mailing</u> Address (Street, City, State, Zip)		Email Address
Are you at least 21 years of age? ___ Yes ___ No	If you have ever worked under another name, please list <u>all</u> other names:	Telephone Number

GENERAL INFORMATION

Department/Position Applying for	Date available to start work	Expected earnings
What type of employment status are you seeking? (check one) ___ FULL-TIME ___ PART-TIME ___ TEMPORARY ___ SEASONAL		
What shifts can you work? ___ DAYS ___ SWING ___ NIGHTS ___ WEEKENDS ___ ANY SHIFT		
Overtime work may be required from time to time. Does this pose a problem for you? ___ Yes ___ No If yes, explain:		
Cow Creek Gaming & Regulatory Commission is an entity of the Cow Creek Band of the Umpqua Tribe of Indians and located within sovereign territory. Preference in all aspects of employment will be given to qualified members of federally recognized tribes. Are you Native American? ___ Yes ___ No If yes, give tribe and registration number: _____		
Are you a spouse of a Cow Creek Tribal Member? ___ Yes ___ No If yes, please list spouses name and registration number. _____		
If hired, can you produce documents to establish your identity and authorization of your legal right to work in the United States? ___ Yes ___ No		
Have you ever been employed by another entity owned by the Cow Creek Band of the Umpqua Tribe of Indians? ___ Yes ___ No If yes, give when and where, position and dates worked.		
Have you reviewed a job description which describes the essential functions of the position for which you are applying? ___ Yes ___ No		
Are you able to perform the essential functions of the position for which you are applying? ___ Yes ___ No		
Have you ever been discharged or forced to resign from a position? ___ Yes ___ No		

GENERAL INFORMATION (CONT.)

(The existence of a conviction or pending charge will not necessarily preclude you from employment: the nature of the crime and its relationship to the position applied for, the degree of rehabilitation that has occurred and the time elapsed since the crime or release from confinement will all be considered.)

Have you ever been convicted of any criminal offense other than traffic violations within the past ten years?

Yes No If yes list city, count, state (on a separate sheet of paper)

Have you been released from confinement following a conviction for any criminal offense within the past ten years? Yes No

Are you presently charged with or under investigation for any violation of the law other than traffic violations? Yes No
If yes attach an explanation (on a separate sheet of paper)

WORK HISTORY A resume may be included as a supplement to the completed application. However, a resume will not be accepted in lieu of completion of the information below. List all jobs and activities, including military service. Begin listing your work history with the most recent first and go back for the last ten years. Attach additional sheets if necessary.

Name of PRESENT or LAST employer				Address (Street, City, State, Zip)	Phone
Starting Date Month/Year	Ending Date Month/Year	Starting Pay	Final (or current) Pay	Reason for leaving or desiring to leave:	
Job Title (Present or Last)		Name of Immediate Supervisor		Supervisor's Title	May we contact? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> After Hire
Type of Business		Describe your duties and responsibilities:			

Name of Next Previous employer				Address (Street, City, State, Zip)	Phone
Starting Date Month/Year	Ending Date Month/Year	Starting Pay	Final (or current) Pay	Reason for leaving:	
Job Title (Present or Last)		Name of Immediate Supervisor		Supervisor's Title	May we contact? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> After Hire
Type of Business		Describe your duties and responsibilities:			

Name of Next Previous employer				Address (Street, City, State, Zip)	Phone
Starting Date Month/Year	Ending Date Month/Year	Starting Pay	Final (or current) Pay	Reason for leaving:	
Job Title (Present or Last)		Name of Immediate Supervisor		Supervisor's Title	May we contact? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> After Hire
Type of Business		Describe your duties and responsibilities:			

EDUCATION / TRAINING

Circle last grade completed	1 2 3 4 5 6 7 8 9 10 11 12	College	1 2 3 4 5 6	Technical / Business	1 2 3 4
If you did not graduate from high school, do you have a high school equivalency diploma (G.E.D.)? __ Yes __ No If yes, where from?					
	FULL NAME AND LOCATION OF SCHOOL (S)	DID YOU GRADUATE? List Yes or No	MAJOR SUBJECTS	DEGREE OR CERTIFICATION	
HIGH SCHOOL					
COLLEGE					
OTHER					

RELATIVES / FRIENDS

Cow Creek Gaming & Regulatory Commission does not discriminate against applicants on the basis of family relationship. However, in accordance with policy, we will not hire or continue to employ an individual when doing so would place a family member/friend/roommate in a position of exercising supervisory, appointment, or grievance adjustment authority over the other.

Do you have any friends, relatives or roommates who are presently employed by another entity owned by the Cow Creek Band of the Umpqua Tribe of Indians? __ Yes __ No If yes, please state his/her name(s).

UNEMPLOYMENT

If there have been breaks in employment or periods of unemployment, explain what you were doing.

ADDITIONAL QUALIFICATIONS

List any additional experience, special training, skills or qualifications that you feel would qualify you for work with Cow Creek Gaming & Regulatory Commission. Include hobbies, volunteer or recreation as it may relate to the position.

REFERRAL SOURCE

How did you learn of this position? (check all that apply)

__ local news paper advertisement __ walk in __ government agency __ other _____
 __ radio advertisement __ job line __ private agency
 __ individual referral (friend, employee, relative). If employee, give name _____

APPLICANT'S CERTIFICATION AND AGREEMENT – READ CAREFULLY

1. As a condition of and the Gaming & Regulatory Commission consideration of my application for employment, I give permission to the Gaming & Regulatory Commission to investigate my personal employment history. I understand that this background investigation will include, but not be limited to, verification of all information on this application, as well as interviews with past employers. I further give my permission to the Gaming & Regulatory Commission to conduct this investigation and to discuss the results of this investigation in connection with my application for employment and release the Gaming & Regulatory Commission from all liability which might result.
2. I give permission to the Gaming & Regulatory Commission to contact all employers listed in this application (except those specifically excluded) for references. I further give permission to all current or previous employers and/or managers or supervisors to discuss my relevant personal and employment history with the Gaming & Regulatory Commission, consent to the release of such information orally or in writing and hereby release them from all liability and agree not to sue them for defamation or other claims based upon any statements they make to any representative of the Gaming & Regulatory Commission. I further waive all rights I may have under state law to receive a copy of any written statement provided by any of my former employees to the Gaming & Regulatory Commission.
3. I give permission to any agent, attorney or representative of the Gaming & Regulatory Commission to receive a copy of any information about me which may be contained in the file(s) of any Tribal, federal, state or local court, governmental agency, law enforcement agency or investigator. I hereby delegate the Gaming & Regulatory Commission as agent for receipt of information. I understand that the scope of this investigation will be limited to criminal and/or civil records that relate to my honesty, integrity, and/or abilities.
4. I understand that the Gaming & Regulatory Commission uses surveillance equipment as a part of its daily operation and that I may be audio and/or videotaped while on property.
5. I certify that the facts and information in this application and any attachments or supporting documents are true and completed to the best of my knowledge. I understand that any falsification, misrepresentation, misleading statements or omissions, will be cause for denial of employment or immediate termination, regardless of when or how discovered.
6. In consideration of my employment, I agree to conform to the rules and regulations of the Gaming & Regulatory Commission, and my employment and compensation is “at will” in that they can be terminated with or without cause, and with or without notice, at any time, at the option of either the Gaming & Regulatory Commission or myself.
7. I agree to conform to all existing and future Gaming & Regulatory Commission policies and rules and I understand that such policies and rules may be changed, interpreted, withdrawn, or added to, as the Gaming & Regulatory Commission deems appropriate. I also understand that the Gaming & Regulatory Commission reserves the right to change wages, hours, and working conditions as deemed necessary.
8. I understand and agree that I may be required to submit to a post-offer medical examination and/or medical inquiry. I also understand that if I am accepted for employment, I may be required to submit to further medical examinations and/or medical inquiries during the course of my employment that are job-related and consistent with business necessity.
9. I understand that the Gaming & Regulatory Commission has adopted a Drug-Free Workplace Policy applicable to all of its associates and applications. I agree and consent to taking any blood, breath, or urinalysis test requested by the Gaming & Regulatory Commission as a part of pre-employment assessment or otherwise and authorize release of any test results to the Gaming & Regulatory Commission. If hired, I hereby give my consent to any drug and alcohol testing as may be required (random or for suspicion) and authorize release of any such test results to the Gaming & Regulatory Commission.
10. I acknowledge that a photostatic copy of this statement shall be held as valid as the original.

Date: _____

Applicant's Signature: _____