

# Application for Employment

Oglala Sioux Parks & Recreation Authority  
P.O. Box 570  
Kyle, SD 57752

Equal Access to programs, services and employment is available to all persons. Those applicants requiring reasonable accommodations to the application and/or interview process should notify a representative of the Human Resource Department.

Position(s) applied for \_\_\_\_\_ Date of application \_\_\_\_ / \_\_\_\_ / \_\_\_\_

Name \_\_\_\_\_ Social Security # \_\_\_\_\_  
Last First Middle

Address \_\_\_\_\_  
Street/PO Box City State Zip Code

Telephone # ( ) \_\_\_\_\_ Cellular Phone # ( ) \_\_\_\_\_

Date of Birth \_\_\_\_\_

If you are under 18, and it is required, can you furnish a work permit ----- Yes No  
If No, Please explain \_\_\_\_\_

Have you ever been employed here before? ----- Yes No  
If yes, give dates and positions \_\_\_\_\_

Are you legally eligible for employment in this country? ----- Yes No

Date available for work \_\_\_\_ / \_\_\_\_ / \_\_\_\_ What is your desired salary range? \$ \_\_\_\_\_

Type of employment desired? \_\_\_\_ Full Time \_\_\_\_ Part-time \_\_\_\_ Temporary \_\_\_\_ Seasonal

Are you able to meet the attendance requirements of the position? ----- Yes No

Have you ever pled "guilty" or "no contest" to, or been convicted of a crime? Yes No  
If yes, please provide date(s) and details \_\_\_\_\_

Answering "yes" to these questions does not constitute an automatic bar to employment. Factors such as dates of the offense, seriousness of the violation, rehabilitation and position applying for will be taken into account.

Driver's License number if driving is an essential job function \_\_\_\_\_ State \_\_\_\_\_

# Employment History

Provide the following information of your past four (4) employers', assignments or volunteer activities starting from the most recent.

From To Employer Telephone #

Starting Job Title / Final Job Title Address

Immediate Supervisor and Title. Summarizer the nature of work performed and job responsibilities.

May we contact for reference? Yes / No Later

Reason for leaving? Hourly Rate/Salary  
Start \$ Per Final \$ Per

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Start \$ Per Final \$ Per

## Skills and Qualifications

Summarize any training skills, license and/or certifications that may qualify you as being able to perform related functions in the position for which you're applying for.

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## Educational Background (if job related)

Name and Location    Number of years completed.    Did you graduate?    Course Study?

High School

College

Other

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## References

Name and Address

Telephone # / Number of years known?

_____	( ) _____
_____	( ) _____
_____	( ) _____

## Applicant Statement

I certify that all information I have provided in order to apply for and secure work with the employer is true, complete and correct.

I understand that any information provided by me that is found to be false, incomplete or misrepresented in any respect, will be sufficient cause (i) to cancel further consideration of this application, or (ii) immediately discharge me from the service, whenever it is discovered.

I expressly authorize, without reservation, the employer, its representatives, employees or agents to contact and obtain information from references (personal or professional), employers, public agencies, licensing authorities and educational institutions and otherwise verify accuracy of all information provided by me in this application, resume or job interview. I hereby waive any and all rights and claims I may have regarding employer, its agents, employees or representatives, for seeking, gathering and using such information in the employment process and all other persons, corporations or organizations for furnishing such information about me.

I understand that the employer does not unlawfully discriminate in employment and no question on this application is used for the purpose of limiting or excusing any applicant from consideration for on a basis prohibited by applicable local, state or federal laws.

I understand that this application remains current for only 30 days. At the conclusion of that time, if I have not heard from the employer and wish to be considered for employment it will be necessary to reapply and fill out a new application.

If I am hired, I understand that I am free to resign at any time, with or without cause and without prior notice, and the employer reserves the same rights to terminate my employment at any time, with or without cause and without prior notice, except as may be required by law application does not constitute an agreement or contract fro employment for any specific period or definite duration. I understand the supervisor or representative of the employer is authorized to make any assurances to the contrary and that no implied, oral or written agreement contrary to the foregoing express language and valid unless they are in writing and signed by the employer's president.

I also understand that if I am hired. I will be required to provide proof of identity and legal authority to work in the United States and that immigration laws require me to complete an I-9 Form in this regard.

**Do not sign until you have read the above application statement.**

I certify that I have read, fully understand and accept all terms of the foregoing Applicant Statement

Signature of Applicant \_\_\_\_\_ Date \_\_\_\_ / \_\_\_\_ / \_\_\_\_