

Navajo Townsite Community Development Corporation

•P.O. Box 876• Navajo, NM 87328•Phone: (505)777-2245•Fax: (505)777-2266•

NTCDC Employment Application Please fill out form completely for employment consideration. Prospective employees will receive consideration without discrimination because of race, creed, color, sex, age, national origin or disability. We recognize Indian Preference and Navajo Preference.

APPLICANT INFORMATION			
Last Name	First	M.I.	Date
Street Address		Apartment/Unit #	
City	State	ZIP	
Mailing Address			
City		State	ZIP
Phone		E-mail Address	
Date Available for Work:	Social Security No.	Date of Birth:	
Position Applied for		Desired Salary: \$	
Are you a citizen of the United States?	YES <input type="checkbox"/> NO <input type="checkbox"/>	If no, are you authorized to work in the U.S.? YES <input type="checkbox"/> NO <input type="checkbox"/>	
Have you ever worked for this company?	YES <input type="checkbox"/> NO <input type="checkbox"/>	If yes, when?	If yes, please identify and state relationship:
Have you ever been convicted of a felony?	YES <input type="checkbox"/> NO <input type="checkbox"/>	Are you related to any employee of NTCDC?	
Are you an enrolled member of the Navajo Tribe?	YES <input type="checkbox"/> NO <input type="checkbox"/>	If yes, explain:	
		If yes, indicate Census Number:	
EDUCATION			
High School:		Address:	
From:	To:	Did you graduate?	YES <input type="checkbox"/> NO <input type="checkbox"/> Degree:
College:		Address:	
From:	To:	Did you graduate?	YES <input type="checkbox"/> NO <input type="checkbox"/> Degree:
Other:		Address:	
From:	To:	Did you graduate?	YES <input type="checkbox"/> NO <input type="checkbox"/> Degree:
GENERAL INFORMATION			
Subjects of Special Study or Research Work:			
Job Related Skills (typing, familiar with Microsoft Word/Excel, driver's license, etc.)			

PREVIOUS EMPLOYMENT

1	Company		Phone	
	Address		Supervisor	
	Job Title	Starting Salary \$	Ending Salary \$	
	Responsibilities			
	From:	To:		
	May we contact your previous supervisor for a reference? YES <input type="checkbox"/> NO <input type="checkbox"/>			
	2	Company		Phone
Address		Supervisor		
Job Title		Starting Salary \$	Ending Salary \$	
Responsibilities				
From:		To:		
May we contact your previous supervisor for a reference? YES <input type="checkbox"/> NO <input type="checkbox"/>				
3		Company		Phone
	Address		Supervisor	
	Job Title	Starting Salary \$	Ending Salary \$	
	Responsibilities			
	From:	To:		
	May we contact your previous supervisor for a reference? YES <input type="checkbox"/> NO <input type="checkbox"/>			

REFERENCES

1	Name		Phone ()	
	Address			
	Relationship		Years Acquainted	
2	Name		Phone ()	
	Address			
	Relationship		Years Acquainted	

DISCLAIMER AND SIGNATURE

I certify that my answers are true and complete to the best of my knowledge.

If this application leads to employment, I understand that false or misleading information in my application or interview may result in my release.

Additionally, I authorize NTCDC to make any investigation of my personal history, educational background, military record, motor vehicle records, criminal records, and credit history through an investigative or credit agency or bureau of your choice. I authorize the release of this information by the appropriate agencies to the investigating service.

Signature

Date