



**TOHONO O'ODHAM NATION
TRIBAL EMPLOYMENT RIGHTS OFFICE**

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POSITION AVAILABLE

2 – HVAC INSTALLER

5 YEARS EXPERIENCE WITH OWN TRANSPORTATION. TOOLS REQUIRED: LT AND RT SNIPS, HAND BREAKS, HAMMER, TAPE MEASURE, FLEX DUCT KNIFE, WIRE CUTTERS, CORDLESS DRILL, PANDUIT GUN AND RECIPROCATING SAW.

FOR

AIR EXCELLENCE HEATING & COOLING

PROJECT LOCATION: HANUM KEK – GU ACHI DISTRICT

**APPLICATIONS AVAILABLE AT THE T.E.R.O. OFFICE, YOUR LOCAL
DISTRICT OFFICE, THE PHOENIX INDIAN CENTER AND THE TUCSON
INDIAN CENTER**

**CLOSING DATE IS
FRIDAY SEPTEMBER 8, 2017 @ 2:00PM**

**INTERVIEWS
TBD**

Generic Employment Application

Employer Name:

Job Number:

Position:

Date:

PERSONAL INFORMATION

Name (Last, First, Middle)	Telephone Number
Address	Message Number
City/State/Zip	E-mail Address

Are you legally authorized to work in the United States? <input type="checkbox"/> Yes <input type="checkbox"/> No		
Are You Applying For: <input type="checkbox"/> F/T <input type="checkbox"/> P/T <input type="checkbox"/> Temp	What Shift(s) Will You Work? <input type="checkbox"/> Days <input type="checkbox"/> Evenings <input type="checkbox"/> Nights	May We Contact Present Employer? <input type="checkbox"/> Yes <input type="checkbox"/> No

EMPLOYMENT HISTORY - Begin With Most Recent Employment

Dates From To	Company Name	City, State
Titles and Duties –		
Reason for Leaving:	Supervisor's Name	Telephone Number
Dates From To	Company Name	City, State
Titles and Duties –		
Reason for Leaving:	Supervisor's Name	Telephone Number
Dates From To	Company Name	City, State
Titles and Duties –		
Reason for Leaving:	Supervisor's Name	Telephone Number
Dates From To	Company Name	City, State
Titles and Duties –		
Reason for Leaving:	Supervisor's Name	Telephone Number

MILITARY - Branch of Service:

Describe any military training received relevant to the position for which you are applying:

EDUCATION/TRAINING - Include Technical/Academic Achievements/Courses

Have you obtained a high school diploma or GED certificate? ☐ Yes ☐ No

School	Name & Location	Diploma/Degree	Subject Of Specialization
College/University			
Specialized Courses & Training			

CLERICAL SKILLS - To Be Completed for Clerical Positions

Typing, WPM		Medical Terminology <input type="checkbox"/> Yes <input type="checkbox"/> No	Legal Terminology <input type="checkbox"/> Yes <input type="checkbox"/> No
Shorthand, WPM			
List Specific Computer Skills –			

PROFESSIONAL & TECHNICAL INFORMATION - To Be Completed for Licensed/Registered Positions

Idaho Registration No.	Expiration Date	Certificate No.	Expiration Date
If not licensed in Idaho, have you applied? <input type="checkbox"/> Yes <input type="checkbox"/> No		If licensed in another state, list:	

OTHER SPECIAL SKILLS - List Other Specific Skills You Have to Offer for This Job Opening:

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REFERENCES - Give the Names of Three Persons Not Related to You

Name	Address	Telephone	Occupation

The information on this application is true and accurate to the best of my knowledge.

Signature _____ Date _____

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