



Team Member Application

The Quinault Indian Nation 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, and 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 this team member application is the property of the Quinault Beach Resort & Casino. The application is valid for **90 days**. If you have any questions, or need assistance, please ask Human Resources.

Application Requirements:

Fill out the form completely. All requested information should be given. If nothing to declare, “N/A” should be filled in. Please do not write “see resume” as it will not substitute for required information.

If you are selected for hire, ORIGINAL DOCUMENTS of Social Security Card and Government Issued ID will be required at New Hire Orientation.

While these are the minimum requirements to be considered for employment, it is highly recommended that you make every effort to highlight your knowledge, skills, and abilities which qualify you for the position. This may include attaching a resume, or any other item, that you feel may give you a competitive edge over another candidate.

Any incomplete application will not be processed.

Attach copies of the following documents to be considered complete:

Current Valid Tribal ID

G.E.D. Certificate, HS Diploma, or College Degree

I fully understand the requirements to be considered for Quinault Beach Resort & Casino, and failure to provide required information/documentation will disqualify me from the selection process.

Signature _____ Date _____

If you have any questions please contact Merian at (360)289-6160 or Tana at (360)289-6163.



Personal Information:

Date of Application: _____

Applicant Name:	Last:		First:		M.I.:	
Any other names used by you for educational or employment:						
SS Number:					DOB:	
Physical Address:						
City:				State:		Zip Code:
Contact Phone:		Cell Phone:			Message Phone:	
Email:						

Are you a registered Quinault Indian Nation tribal member? (you must attach a copy of current valid Tribal ID)	Yes: ☐ No: ☐	QIN Enrollment #:	
Are you a registered member of another Native American tribe? (you must attach a copy of current valid Tribal ID)	Yes: ☐ No: ☐	Tribal:	
		Enrollment #:	
Are you married to or economically tied to a tribal member registered to a federal recognized tribe? (you must attach a copy of their current valid Tribal ID)	Yes: ☐ No: ☐		

Business requirements, including compliance and controls, may require that relatives by blood, marriage or those persons who cohabitate not work together in certain circumstances. Please list any persons related to you by blood, marriage, or with whom you cohabitate who are also employed by the Quinault Beach Resort & Casino.

Name: _____

Have you ever been employed by the Quinault Beach Resort & Casino?	Yes: ☐ No: ☐
If yes, what year(s)?	What position did you hold?

Employment Desired:

Position applied for:	(1 st) Choice:	(2 nd) Choice:	(3 rd) Choice:
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Are you willing to accept an entry level position? Yes: ☐ No: ☐

Which area do you prefer?

Casino Operations ☐	Hotel Operations ☐	Food & Beverage ☐
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Desired rate of pay: Type of work desired: Full time ☐ Part time ☐ Temporary ☐ On Call ☐

Shift preferred: Days ☐ Swing ☐ Graveyard ☐ Any ☐

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

Initials

Criminal Background:

Have you **ever** been arrested, charged, convicted of, jailed, prosecuted, been placed on probation or community service for a crime or felony misdemeanor or **traffic**? **(To include; juvenile, adult, dismissed, deferred, or changed)**

Yes ☐ No ☐

{If yes, explain below} Please note dates and outcome. A yes answer will not necessarily disqualify you from employment. If you need additional space, attach a separate sheet of paper.

Education & Training:

Are you presently attending school? Yes ☐ No ☐

(G.E.D. Certificate, HS Diploma, or College Degree must be attached)

School	List Name, City, State	Circle Year Completed	Graduate/Completed Year	Diploma/ Degree
High School GED		9 10 11 12	YES ☐ NO ☐ Year:	
College		1 2 3 4	YES ☐ NO ☐ Year:	
Prof. Trade School			YES ☐ NO ☐ Year:	

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, which requires the operation of Quinault Beach Resort & Casino vehicle, can you provide a valid and current driver's license and a motor vehicles department record?	Yes: ☐	No: ☐
If hired, can you provide identification, which establishes your legal right to work in the U.S.?	Yes: ☐	No: ☐

Describe any skills that qualify you for the position you are applying for:

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

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Initial

Military Service Record:

Were you in the U.S. Armed Forces?	Yes ☐	No ☐	If yes, what Branch			
Rank at Discharge:				Dates:	From:	To:

List duties in the service and any special training:

Employment History:

List employment record for last six jobs (cover at least the last 10 years) starting with your most recent position; including military service, part time work, and summer jobs. List all promotions with each job. **PLEASE NOTE** and explain any periods of unemployment of over 1 month on the back of this application form.

Please complete this section even if you are attaching a resume.

Is this your first job? Yes ☐ No ☐ If yes, please skip to the next page after initialing the bottom of this page.

Can a Quinault Beach Resort & Casino representative contact your present employer? Yes ☐ No ☐

If No, please explain: _____

Company Name:				Position(s) Held:			
Immediate Supervisor:				Telephone #:			
City:				State:		Zip:	
Dates of employment: {month,year}	From:			To:			
Reason for leaving:							
Beginning Salary:	\$		Per	Ending Salary:	\$		Per

Company Name:				Position(s) Held:			
Immediate Supervisor:				Telephone #:			
City:				State:		Zip:	
Dates of employment: {month,year}	From:			To:			
Reason for leaving:							
Beginning Salary:	\$		Per	Ending Salary:	\$		Per

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City:				State:		Zip:	
Dates of employment: {month,year}	From:			To:			
Reason for leaving:							
Beginning Salary:	\$		Per	Ending Salary:	\$		Per

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City:				State:		Zip:	
Dates of employment: {month,year}	From:			To:			
Reason for leaving:							
Beginning Salary:	\$		Per	Ending Salary:	\$		Per

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Initials



Please Read the Following Statements Carefully

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

1. **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 information made by the Quinault Beach Resort & Casino or its agents (hereafter referred to as QBR&C) are grounds for withdrawal of the offer of employment and/or disciplinary action up to and including the termination of employment.
2. **Background Check:** The applicant hereby authorizes QBR&C to conduct a routine inquiry during QBR&C's initial and subsequent processing of this application which will provide QBR&C with applicable information concerning the applicant's character, general reputation, personal characteristics, personal credit history and any other information which is determined by QBR&C to be necessary to determine the applicant's suitability for employment. The applicant's signature below also authorizes such inquiries to be held at any time during employment with QBR&C should the applicant be employed by QBR&C.
3. **Identification:** The applicant acknowledges that Federal Law 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.
4. **Gaming License:** State Law and QBR&C policy prohibit any person to work at the Quinault Beach Resort & Casino without obtaining and maintaining a valid {non-gaming or gaming} license as issued by the Quinault Tribal Gaming Agency. The applicant acknowledges that obtaining and maintaining such a license is a condition of employment.
5. **Drug Testing:** The applicant acknowledges that successfully passing a drug test (if required by current QBR&C policy and procedure) is a condition of employment. The applicant also acknowledges that refusal to submit to such testing prior to and during the course of employment will result in 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 QBR&C.
6. **Health Examination:** The applicant is aware that some positions at QBR&C 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 QBR&C.
7. **General Release:** The applicant hereby releases QBR&C, 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 there from.

Applicant's Signature: _____ Date: _____



APPLICATION WAIVER

(All job applicants must sign and submit with application form)

I hereby certify that the information hereunder is correct to the best of my knowledge and understand that falsification of this information is grounds for refusal to hire or, if hired, dismissal.

I hereby authorize any of the persons or organization listed in this application to give all information concerning my previous employment, education, or any other information they might have, personal or otherwise, with regard to any of the subjects covered by this application, and release all such parties from all liability that may result from furnishing such information to Quinault Beach Resort & Casino. I authorize Quinault Beach Resort & Casino to request and receive such information.

In consideration for my employment and my being considered for employment by Quinault Beach Resort & Casino, I agree to adhere to the rules and regulations of the company and hereby acknowledge that these rules and regulations may be changed by Quinault Beach Resort & Casino at any time, at the company's sole option and without any prior notice. In addition, I acknowledge that my employment may be terminated, and any offer of employment, if such is made, may be withdrawn, with or without prior notice, at any time, at the option of either Quinault Beach Resort & Casino or myself.

I understand that no representative of Quinault Beach Resort & Casino has any authority to enter into any agreement for employment for any specified period of time, or assure or make some other personnel move, either prior to commencement of employment or after I have become employed, or to assure any benefits or terms and conditions of employment, or make any agreement contrary to the foregoing.

I hereby acknowledge that I have been advised that this application will remain active for no more than 90-days from the date it was signed.

Applicant Signature

Date

Applicant Name (Please Print)

QBRC HR Representative

Date