



# Job Application

## San Xavier Allottees Association (SXAA)

Title of Position Applying for: \_\_\_\_\_ Date: \_\_\_\_\_

How did you learn about this vacancy: \_\_\_\_\_ Would you consider temporary? YES NO

**Personal Information**

Name: \_\_\_\_\_  
           Last                                                          First                                                          Middle

Date of Birth: \_\_\_\_\_ Social Security Number: \_\_\_\_\_

Are you known by other names while previously employed?

If YES, list name: \_\_\_\_\_  
                           Last                                                          First                                                          Middle

Mailing Address: \_\_\_\_\_  
                           P.O. Box/ Street Address                                                          City                                                          State                                                          Zip Code

Address: \_\_\_\_\_  
                           Street Address                                                          City                                                          State                                                          Zip Code

Telephone number Day: ( \_\_\_\_ ) \_\_\_\_\_ Evening: ( \_\_\_\_ ) \_\_\_\_\_

**Military**

Are you a Veteran? YES NO Branch & Dates of Service: \_\_\_\_\_

Rank & Type of Discharge: \_\_\_\_\_ Date of Discharge: \_\_\_\_\_

**References**

List two (2) individuals other than a relative or supervisors.

Name	Address	City/State/Zip	Telephone Number

Name	Address	City/State/Zip	Telephone Number

**Specialized Training**

List any specialized training, apprenticeship and skills you may have received that relates to this position (include number of hours and course content)

List any job related certificates or licenses that relates to this position.

Name: \_\_\_\_\_

List all office equipment proficiencies/software/word processing applications you are familiar with?

<b>Education</b>					
	<b>Name and Address</b>	<b>Course of Study</b>	<b>Did you Graduate</b>		<b>List Degree(s) Awarded</b>
<b>High School</b>			YES	NO	
<b>College or Other</b>			YES	NO	
<b>Graduate School or Other</b>			YES	NO	

*(Submit copies of Degrees or Certificates)*

List employment history, (start with the most recent). It is important to include **all** periods of employment; voluntary, training, military, etc. If more space is needed, use the same format on another piece of paper or a continuation sheet in the same format. Please explain gaps in employment

<b>Job Title:</b> _____	<b>Supervisor's name:</b> _____
<b>Company Name:</b> _____	<b>Supervisor's Title:</b> _____
<b>Address:</b> _____	<b>Phone Number:</b> _____
<b>City/State/Zip:</b> _____	<b>How many people did you supervise:</b> _____
<b>Worked From (mo/yr):</b> _____ <b>To</b> _____	<b>Starting pay:</b> _____ <b>Ending Pay:</b> _____
<b>Average hours worked per week:</b> _____ <b>(mo/yr):</b> _____	<b>Reason for leaving:</b> _____
<b>Describe Work Performed:</b> _____	

<b>Job Title:</b> _____	<b>Supervisor's name:</b> _____
<b>Company Name:</b> _____	<b>Supervisor's Title:</b> _____
<b>Address:</b> _____	<b>Phone Number:</b> _____
<b>City/State/Zip:</b> _____	<b>How many people did you supervise:</b> _____
<b>Worked From (mo/yr):</b> _____ <b>To</b> _____	<b>Starting pay:</b> _____ <b>Ending Pay:</b> _____
<b>Average hours worked per week:</b> _____ <b>(mo/yr):</b> _____	<b>Reason for leaving:</b> _____
<b>Describe Work Performed:</b> _____	

Name: \_\_\_\_\_

Job Title: _____	Supervisor's name: _____
Company Name: _____	Supervisor's Title: _____
Address: _____	Phone Number: _____
City/State/Zip: _____	How many people did you supervise: _____
Worked From (mo/yr): _____ To (mo/yr): _____	Starting pay: _____ Ending Pay: _____
Average hours worked per week: _____	Reason for leaving: _____
Describe Work Performed: _____	

**General Information**

Are you employed now?	YES	NO	May we contact your present employer?	YES	NO	
Are you a US Citizen?	YES	NO	Are you over the age 18?	YES	NO	(If you answered NO, employment is subject to verification of minimum legal age)
Do you have a valid driver's license?				YES	NO	
Do you have any DUI's or major traffic offenses within the past three (3) years?				YES	NO	
Have you been convicted of a felony in the past ten (10) years which has not been annulled, expunged or sealed by a court?				YES	NO	
If Yes, please explain; include date, place, details and disposition of case ( <b>A conviction does not automatically mean that you cannot be considered for employment</b> ). Use a separate sheet of paper to complete this question.						
Are you proficient in O'odham language? (Understand, Speak, Read, Write) Yes or No						

I, \_\_\_\_\_ hereby declare that the information provided by me in this application is true and complete to the best of my knowledge. I understand that any deliberate falsification, omission, or misstatement of facts in my application or resulting interviews could result in termination of my employment. I understand the application and all supporting documents are the property of the San Xavier Allottees Association, Inc.

Name: \_\_\_\_\_ Date: \_\_\_\_\_

**Applications may be mailed and/or emailed to the following address. Faxes not acceptable.**  
325 East Vamori Street \* Tucson, Arizona 85756 \* Phone: (520) 807-2121 or Toll Free 1(855) 807-2121  
\* Fax: (520) 807-2626 \* Email: [sxaa@sanxavierallottee.org](mailto:sxaa@sanxavierallottee.org)