



Prairie Flower Casino Application for Employment An Equal Opportunity Employer

To be considered an applicant, you must complete this form. A resumé may also be attached. Each question should be fully and accurately answered. No action can be taken on this application until all questions have been answered. Use blank paper if you do not have enough room on this application. **PLEASE PRINT**, except for your signature.

Personal Information:

Name: _____
Last
First
Middle
Other Names Used

Address: _____
Street
City
State
Zip

Telephone: () _____ () _____ () _____
Home
Cell
Message

Email Address: _____
 Are you an enrolled tribal member? Yes _____ No _____ If so, which tribe _____ Your CDIB No. _____

Preference will be given to qualified candidates who are enrolled members of the Ponca Tribe of NE or qualified candidates who are enrolled members of a federally recognized Indian Tribe.

Position Applying For:

Job Title: _____

Are you applying for: What shifts will you work? May We Contact Present Employer?
 F/T P/T Temp/Seasonal Days Nights Yes No

Available Start Date: _____ Minimum Acceptable Salary: _____

Are you legally eligible to work in the United States? Yes No
 (Federal Law requires proof of identity and employment authorization for all new employees.)

Can you travel if the job requires it? Yes No Do you have a valid driver's license? Yes No State: _____

Education/Training

<u>School</u>	<u>Name</u>	<u>Location</u>	<u>Dates Attended From / To:</u>	<u>Diploma, Degree & Major</u>	<u>Graduated?</u>
High School					
College					
Other (Business, Vocational, Military)					

MAY WE CONTACT YOUR PRESENT EMPLOYER?

Yes

No

Employment History (Please Start with the Most Recent, List last 10 years of employment history, Ending with Age 18, Excluding Part-Time Positions Held While Obtaining Higher Education —Use Additional Paper as Necessary.):

Employer:				
Address:				
Street		City		State Zip
Telephone: ()	Supervisor Name:			
Dates From:	To:	Final Rate of Pay:		
Position Held:				
Primary Duties:				
Reason for Leaving:				

Next Employer:

Employer:				
Address:				
Street		City		State Zip
Telephone: ()	Supervisor Name:			
Dates From:	To:	Final Rate of Pay:		
Position Held:				
Primary Duties:				
Reason for Leaving:				

Next Employer:

Employer:				
Address:				
Street		City		State Zip
Telephone: ()	Supervisor Name:			
Dates From:	To:	Final Rate of Pay:		
Position Held:				
Primary Duties:				
Reason for Leaving:				

Employment History (Please Start with the Most Recent, List last 10 years of employment history, Ending with Age 18, Excluding Part-Time Positions Held While Obtaining Higher Education —Use Additional Paper as Necessary.):

Employer:				
Address:				
	Street	City	State	Zip
Telephone:	()	Supervisor Name:		
Dates From:		To:		Final Rate of Pay:
Position Held:				
Primary Duties:				
Reason for Leaving:				

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Address:				
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Telephone:	()	Supervisor Name:		
Dates From:		To:		Final Rate of Pay:
Position Held:				
Primary Duties:				
Reason for Leaving:				

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Employer:				
Address:				
	Street	City	State	Zip
Telephone:	()	Supervisor Name:		
Dates From:		To:		Final Rate of Pay:
Position Held:				
Primary Duties:				
Reason for Leaving:				

Technology Skills (List All Skills & Software Applications You Have Experience Using):

Word Processing:
 Spreadsheet:
 Other Software:
 Database:
 Microsoft Office? Yes No PowerPoint? Yes No

Professional Licenses or Certificates Held:

Personal Reference (Please list the names of three (3) persons not related to you by blood or marriage.)

Name: _____
 Last First Middle
 Address: _____
 Street City State Zip
 Telephone: () ()
 Home Other
 Connection To You (i.e. friend, co-worker): Occupation:

Personal Reference

Name: _____
 Last First Middle
 Address: _____
 Street City State Zip
 Telephone: () ()
 Home Other
 Connection To You (i.e. friend, co-worker): Occupation:

Personal Reference

Name: _____
 Last First Middle
 Address: _____
 Street City State Zip
 Telephone: () ()
 Home Other
 Connection To You (i.e. friend, co-worker): Occupation:

Application Questions

Have you ever applied to / worked for Prairie Flower Casino before? Yes No
 If yes, please explain (include date): _____
 Do you have any friends, relatives, or acquaintances working for Prairie Flower Casino? Yes No
 If yes, state name and relationship: _____
 If hired, would you have transportation to/from work? Yes No
 Are you over the age of 18? (If under 18, hire is subject to verification of minimum legal age.) Yes No

If hired, would you be able to present evidence of your U.S. citizenship or proof of your legal right to work in the United States?

Yes No

If hired, are you willing to submit to and pass a controlled substance test?

Yes No

Are you able to perform the essential functions of the job for which you are applying, either with/without reasonable accommodation?

Yes No

If no, describe the functions that cannot be performed.

(Note: Prairie Flower Casino complies with the ADA and will consider reasonable accommodation measures that may be necessary for eligible applicants/employees to perform essential functions. It is possible that a hire may be tested on skill/agility and may be subject to a medical examination conducted by a medical professional.)

HAVE YOU EVER BEEN ARRESTED OR CONVICTED OF A CRIMINAL OFFENSE (FELONY OR MISDEMEANOR)? excluding traffic tickets

Yes No

If yes, please describe the criminal offense, date and the court's disposition.

(Note: No applicant will be denied employment solely on the grounds of conviction of a criminal offense. The date of the offense, the nature of the offense, including any significant details that affect the description of the event, and the surrounding circumstances and the relevance of the offense to the position(s) applied for may, however, be considered.

Failure to disclose all arrest and convictions (felony or misdemeanor) will be cause for denial of employment.

Convictions for theft, fraud, embezzlement, domestic violence, and any gambling related offense may be cause for denial of employment.

Background Screening Questions

1. Have you ever been charged or convicted of, or do you have an ongoing prosecution for a felony?
 Yes No
2. Have you ever been charged or convicted of, or do you have an ongoing prosecution for a misdemeanor (excluding traffic violations)? Yes No
3. Have you ever had any criminal charges (excluding minor traffic charges) filed against you whether there was a conviction; including a DUI, DWI or DUS? Yes No
4. Have you ever been arrested? Yes No
5. Have you ever had a deferred sentence for a criminal charge filed against you?
 Yes No
6. Have you ever had a suspended sentence for a criminal charge filed against you?
 Yes No
7. Have you ever had any charges filed against you be dismissed? Yes No
8. Have you ever been arrested for an offense that you were not charged with?
 Yes No
9. Have you ever had any charges filed against you be expunged from your record?
 Yes No
10. Have you ever been arrested, detained, charged, indicted, or summoned to answer for any charges related to fraud, embezzlement, theft, shoplifting, or burglary for any reason whatsoever, regardless of the disposition of the event or even if charges were not filed?
 Yes No
11. Have you ever been arrested, detained, charged, indicted, or summoned to answer for any gambling related offense, fraud, or misrepresentation in any connection for any reason whatsoever, regardless of the disposition of the event?
 Yes No
12. Have you ever been arrested or charged with Domestic Violence?
 Yes No

Acknowledgement – Please read before signing

I certify that the statements I have made on this application are true and correct. I understand that any misrepresentation made in this application will be cause for **denial of employment and discharge**.

I authorize the Ponca Gaming Commission to investigate my background to determine my suitability for employment and to use any information lawfully obtained for any employment related purposes permitted by law.

This investigation may include checking with schools and employers I have identified, reviewing criminal convictions and driving records, and any other relevant information about me.

Ponca Gaming Commission will verify that information provided on this application is factual and complete and share such information with Prairie Flower Casino in determining my suitability for employment.

I release and waive any claims I have against and indemnify the Ponca Gaming Commission and Prairie Flower Casino and any of the former employers and other persons or entities for any loss or injury I may sustain as a result of any disclosure made related to this information.

I understand that this application remains current for only 90 days. If I have not heard from the employer and still wish to be considered for employment it will be necessary to complete a new application.

I understand that nothing contained in this application, or granting of an interview, is intended to be a contract of employment.

I also understand that if I am hired, I agree to a pre-employment drug and alcohol screening. I will be required to provide proof of identity and legal authorization to work in the United States.

Date: _____

Signature: _____