



2021 Application for the Summer Youth Employment Program

RUNS: July 6 through August 27, 2021

The Klamath Tribes - Education & Employment Department
 PO Box 436 / 501 Chiloquin Blvd., Chiloquin OR 97624
 Education & Employment Department:

Telephone: (541) 783-2219, ext. 128 or 115 FAX: (541) 783-7802

Eligibility Requirements

1. MUST be at least 16 years old and not older than 21, by May 21, 2021
2. Current attendance at a high school or an accredited alternative learning center; **OR**
3. Have recently graduated from high school or received a GED during the 2020/21 Academic Year.
4. Submit this application to the **Education & Employment Department by the close of business 21 May, 2021.** (NOTE: Completed Applications submitted after the deadline may be considered at a later date.)
5. Applicants selected for potential hire are required to submit to and clear a Background Check; some positions may require fingerprinting.

Instructions to Applicants

Required Documents:
Summer Youth Employment Application form
Verification showing Enrolled Klamath or other federally recognized tribal enrollment or Descendant verification if claiming Indian Preference: Required to submit a Certificate of Indian Blood if claiming Klamath Descendant. INDIAN PREFERENCE WILL APPLY
<u>Proof of current attendance during 2020/21 Academic Year</u> at a high school or public school or alternative center
Proof of Graduation or completing GED in <u>Academic Year 2020/21</u>
Short Letter about Your Goals

This application for the Summer Youth Employment Program must be complete with all the documents listed above before it can be reviewed for potential entrance into the summer program.

To be considered for hiring all selected applicants are required to clear a background check; some positions may require finger printing.

Applicants will be notified of their Acceptance into the training program, *pending the Background Checks and A/D screen* prior to the start date of July 6, 2021.



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Summer Youth Employment Program Application

This application is intended for the use of a high school youth employment program. All information gathered in this application is confidential and is to be used for training purposes only. A resume may be included, but does NOT substitute or replace any part of this application. Leave no lines, boxes, or areas incomplete.

This application and the required documents must be submitted to the Education & Employment Department at the Klamath Tribes by 4:30 PM on May 21, 2021.

Personal Information

Name:	Date of Birth:	
Address: _____	Telephone Number:	
Email Address:	Alternate Contact:	
Tribal Affiliation:	Enrollment Number:	

Education

Name, address and city of school currently attending:		
Telephone number of school:	Current grade in School:	

Employment Information

Are you currently working?	Yes <input type="checkbox"/>	NO <input type="checkbox"/>
Have you ever worked for the Klamath Tribes?	Yes <input type="checkbox"/>	NO <input type="checkbox"/>
Do you own a vehicle?	Yes <input type="checkbox"/>	NO <input type="checkbox"/>
Do you have a valid Driver's License	Yes <input type="checkbox"/>	NO <input type="checkbox"/>
If yes to the above question, what state is your license issued?		
Do you need special working accomodations?	Yes <input type="checkbox"/>	NO <input type="checkbox"/>

Work History

List the three (3) most recent employers, self-employment, or volunteer work. Begin with the most current and work backwards in this section. A résumé will not substitute any information in this section.

1. Employer Name & Address: _____ _____ _____ _____	Dates of Employment: _____ to _____
	Position Title:
	Supervisor:
	Rate of Pay:
Phone Number:	
Description of Work: _____ _____	
Reason for Leaving:	

2. Employer Name & Address: _____ _____ _____ _____	Dates of Employment: _____ to _____
	Position Title:
	Supervisor:
	Rate of Pay:
Phone Number:	
Description of Work: _____ _____	
Reason for Leaving:	

3. Employer Name & Address: _____ _____ _____ _____	Dates of Employment: _____ to _____
	Position Title:
	Supervisor:
	Rate of Pay:
Phone Number:	
Description of Work: _____ _____	
Reason for Leaving:	

Office & Industrial Equipment Please indicate all office equipment you have operated

Typewriter	Computer	Copier
FAX Machine	Printers	10-Key
Multiline Phone	Other:	Other:

Words per Minute on Keyboard: _____ Has your speed been tested? Yes ___ No ___

List the computer software programs you have used or been trained to use:

List the types of Machinery you have training/experience in operating and include the length of time in months with each machine. This would include any farm or domestic equipment you have used in the past.

Type of Machinery

Months

Signature Section Please read each section carefully and initial.

I consent to the release of information concerning my personal history that I have listed on this application. This inquiry, if made, may include information as to my character, general reputation and mode of living. I release any person, firm or institution from all liability from any damage for issuing such information. _____ **STUDENT INITIAL**

I understand that if chosen for this training and to be considered for hiring, I am required to clear a background check – some positions may require finger printing. _____ **STUDENT INITIAL**

I certify that to the best of my knowledge, all of my statements are true, correct, complete, and made in good faith. I understand that a false statement on this application may result in my not being selected for this training program.

STUDENT SIGNATURE

DATE

This application and **ALL** required documents must be submitted to the Education & Employment Department at the Klamath Tribes by **4:30 PM on May 21, 2021.**