

FOR OFFICE USE ONLY

# Blue Lake Casino ♦ Hotel EMPLOYMENT APPLICATION

Submit completed application to the Human Resources  
office behind the Hotel in the Casino parking lot.

Phone: (707) 668-9770 ext. 2932

ANSWER ALL QUESTIONS - TYPE OR PRINT IN INK



## JOB TITLES APPLYING FOR: (“any” and “open” are not job titles)

1)	2)	3)
4)	5)	6)

Last Name		First Name		Middle Initial
Street Address			Home Telephone Number ( ) -	
City	State	Zip Code	Cell/Alternate Telephone Number ( ) -	
Do you claim Indian Preference? <input type="checkbox"/> No <input type="checkbox"/> Yes, I've included a copy of my Tribal ID		Minimum Salary Required		Social Security Number <b>Last 4 digits only XXX - XX -</b>
Have you previously worked for Blue Lake Casino? <input type="checkbox"/> No <input type="checkbox"/> Yes, list dates: _____		If hired, When can you start?		E-mail Address:

Other name(s) I have used: \_\_\_\_\_

## AVAILABILITY

I am currently seeking: <input type="checkbox"/> Full-time <input type="checkbox"/> Part-time			I can work these shifts: <input type="checkbox"/> Day <input type="checkbox"/> Evening <input type="checkbox"/> Graveyard			
List the times you are available to work each day. Remember we are a 24 hour operation.						
Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday

List any periods of time you will not be able to work: \_\_\_\_\_

## WORK EXPERIENCE

List prior experience beginning with most recent. List all relevant experience. Attach additional sheets if needed.

**NOTE: A resume is not a substitute for completing this section.**

Employer:	Dates:	Salary:	Duties Performed:
Position:	Supervisor:		
Phone Number:	Reason For Leaving:		
Employer:	Dates:	Salary:	Duties Performed:
Position:	Supervisor:		
Phone Number:	Reason For Leaving:		
Employer:	Dates:	Salary:	Duties Performed:
Position:	Supervisor:		
Phone Number:	Reason For Leaving:		

## OTHER SKILLS

List any additional skills relevant to the job(s) you're applying for:

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<b>First Name:</b>	<b>Last Name:</b>
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**EDUCATION AND TRAINING**

EDUCATION	NAME & LOCATION	DEGREE/ AREA STUDIED	UNITS COMPLETED	GRADUATED?
High School				<input type="checkbox"/> Yes <input type="checkbox"/> No
College				<input type="checkbox"/> Yes <input type="checkbox"/> No
Vocational				<input type="checkbox"/> Yes <input type="checkbox"/> No

**REFERENCES**

**(Must list three - Work only, do not list relatives)**

<b>Name:</b>	<b>Position:</b>	
<b>Address:</b>	<b>Phone:</b>	<b>Years Known:</b>
<b>Name:</b>	<b>Position:</b>	
<b>Address:</b>	<b>Phone:</b>	<b>Years Known:</b>
<b>Name:</b>	<b>Position:</b>	
<b>Address:</b>	<b>Phone:</b>	<b>Years Known:</b>

**RECRUITMENT SOURCE**

- |   |  |  |  |
|---|--|--|--|
| <input type="checkbox"/> Walk In        | <input type="checkbox"/> Times-Standard      | <input type="checkbox"/> Casino Website    | <input type="checkbox"/> Job Market Career Fair    |
| <input type="checkbox"/> Craigslist.org | <input type="checkbox"/> North Coast Journal | <input type="checkbox"/> HSU Career Fair   | <input type="checkbox"/> Radio Ad - Station? _____ |
| <input type="checkbox"/> Caljobs (EDD)  | <input type="checkbox"/> Team Member         | <input type="checkbox"/> Casinocareers.com | <input type="checkbox"/> Other: _____              |

**ADDITIONAL PERSONAL INQUIRIES**

- |   |  |  |  |
|---|--|--|--|
| <b>Are you at least 18 years old?</b>       | <input type="checkbox"/> Yes <input type="checkbox"/> No | <b>Are you at least 21 years old?</b>                | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| <b>Do you have reliable transportation?</b> | <input type="checkbox"/> Yes <input type="checkbox"/> No | <b>Do you have a valid Drivers License?</b>          | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| <b>Have you ever had a gaming license?</b>  | <input type="checkbox"/> Yes <input type="checkbox"/> No | <b>Are you legally eligible to work in the U.S.?</b> | <input type="checkbox"/> Yes <input type="checkbox"/> No |

**Have you ever been convicted by a court of a felony offense?  Yes, read below.  No**

If you answered "Yes" to the felony offense question please request a Disclosure Form from the Human Resources office. You will need to complete the form and submit it along with your application. Conviction is not necessarily a bar to employment. Each case is given individual consideration based on the job-relatedness of the offense.

**List Relatives, Roommates, and/or Partners currently working for Blue Lake Casino:**

Name:	Relationship:	Department:	Name:	Relationship:	Department:
1.			3.		
2.			4.		

**APPLICANT ACKNOWLEDGMENT (Initial both)**

\_\_\_\_\_ I understand I must successfully obtain a Tribal Gaming License if offered employment at a cost of \$100. The total cost will be charged through payroll deduction in (2) \$50 installments. (Charges are taken from 2<sup>nd</sup> and 3<sup>rd</sup> paychecks.)

\_\_\_\_\_ I understand the casino conducts drug and alcohol testing. Testing is random, for cause, post-accident, pre-employment or at any other time determined by the casino. Failure to submit to a test or failing a test are both grounds for immediate dismissal.

**APPLICANT STATEMENT**

**CERTIFICATION AND AUTHORIZATION (Please read the following carefully before signing)**

I certify that the information I have provided is true, complete and correct. I understand that false information or omissions, regardless of when discovered, will be sufficient cause for the refusal to employ or for immediate dismissal. I hereby authorize Blue Lake Casino to contact all of my previous employers and/or references and for those parties to release any information requested by Blue Lake Casino. I understand that if I am employed by Blue Lake Casino, it will be as an employee at-will, which means that either party can terminate the employment relationship at any time, with or without cause, with or without notice. I acknowledge that I will be required to submit to a pre-employment drug screen and criminal background check and that the outcome of those tests will affect any offer of employment. This application will be considered active for 90 days.

<b>Date</b>	<b>Signature of Applicant</b>
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