



**STRONGHEARTS**  
Native Helpline

## StrongHearts Native Helpline Employment Application

Today's Date: \_\_\_\_\_

### POSITION

Position Applying For: \_\_\_\_\_

Date Available: \_\_\_\_\_

### CONTACT INFORMATION

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

Street Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Email: \_\_\_\_\_ Phone: \_\_\_\_\_

### PERSONAL INFORMATION

Are you a citizen or enrolled, descendent or affiliated with a federally-recognized tribe?  Yes  No

Are you a citizen of the United States?  Yes  No

If no, are you authorized to work in the United States?  Yes  No

Have you ever worked for this organization?  Yes  No

If yes, when: \_\_\_\_\_

Have you ever been convicted of a crime?  Yes  No

If yes, explain: \_\_\_\_\_

Are you currently or have you ever been on any federal contracting exclusion lists?  Yes  No

If yes, explain: \_\_\_\_\_

Have you ever been held responsible or had charges substantiated against you for child abuse , child neglect or child endangerment ?  Yes  No

If yes, explain: \_\_\_\_\_

All offers of employment are contingent upon an appropriate background checks (including criminal history, child abuse, Neglect and sex offender registries, employment history and education). If hired Stronghearts may request supporting documents about any findings of sexual exploitation, sexual abuse and/or sexual harassment during employment, or incidents under investigation please confirm that you will provide all requested information to complete these requirements.

Yes, I will provide all requested information

No, I do not wish to be considered for employment

## MILITARY SERVICE

Branch: \_\_\_\_\_ Dates From: \_\_\_\_\_ To: \_\_\_\_\_  
Rank at Discharge: \_\_\_\_\_ Type of Discharge: \_\_\_\_\_  
If other than honorable, explain: \_\_\_\_\_

## EDUCATION

High School: \_\_\_\_\_  
Street Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_  
Dates From: \_\_\_\_\_ To: \_\_\_\_\_ Did you graduate?  Yes  No  
Diploma: \_\_\_\_\_

College: \_\_\_\_\_  
Street Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_  
Dates From: \_\_\_\_\_ To: \_\_\_\_\_ Did you graduate?  Yes  No  
Degree: \_\_\_\_\_

Other: \_\_\_\_\_  
Street Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_  
Dates From: \_\_\_\_\_ To: \_\_\_\_\_ Did you graduate?  Yes  No  
Degree: \_\_\_\_\_

## EMPLOYMENT HISTORY

Company Name: \_\_\_\_\_  
Street Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_  
Email: \_\_\_\_\_ Phone: \_\_\_\_\_  
Job Title: \_\_\_\_\_ Supervisor Name: \_\_\_\_\_  
Dates From: \_\_\_\_\_ To: \_\_\_\_\_ Starting salary: \_\_\_\_\_ Ending salary: \_\_\_\_\_  
Reason for leaving: \_\_\_\_\_  
May we contact your previous supervisor for a reference?  Yes  No

Company Name: \_\_\_\_\_  
Street Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_  
Email: \_\_\_\_\_ Phone: \_\_\_\_\_  
Job Title: \_\_\_\_\_ Supervisor Name: \_\_\_\_\_  
Dates From: \_\_\_\_\_ To: \_\_\_\_\_ Starting salary: \_\_\_\_\_ Ending salary: \_\_\_\_\_  
Reason for leaving: \_\_\_\_\_  
May we contact your previous supervisor for a reference?  Yes  No

Company Name: \_\_\_\_\_  
Street Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_  
Email: \_\_\_\_\_ Phone: \_\_\_\_\_  
Job Title: \_\_\_\_\_ Supervisor Name: \_\_\_\_\_  
Dates From: \_\_\_\_\_ To: \_\_\_\_\_ Starting salary: \_\_\_\_\_ Ending salary: \_\_\_\_\_  
Reason for leaving: \_\_\_\_\_  
May we contact your previous supervisor for a reference?  Yes  No

### REFERENCES

Name: \_\_\_\_\_ Relationship: \_\_\_\_\_  
Company Name: \_\_\_\_\_  
Street Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_  
Email: \_\_\_\_\_ Phone: \_\_\_\_\_

Name: \_\_\_\_\_ Relationship: \_\_\_\_\_  
Company Name: \_\_\_\_\_  
Street Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_  
Email: \_\_\_\_\_ Phone: \_\_\_\_\_

Name: \_\_\_\_\_ Relationship: \_\_\_\_\_  
Company Name: \_\_\_\_\_  
Street Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_  
Email: \_\_\_\_\_ Phone: \_\_\_\_\_

### DISCLAIMER AND SIGNATURE

I certify that my answers are true and complete to the best of my knowledge.

If this application leads to employment, I understand that false or misleading information in my application or interview may result in my release. I authorize StrongHearts Native Helpline to verify employment and conduct a background check.

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

*Please submit all materials in confidence to: [jobs@strongheartshelpline.org](mailto:jobs@strongheartshelpline.org)*