



Taos Mountain Casino

P.O. Box 1865, Taos, New Mexico 87571

Phone: (575) 737-0777 " Fax: (575) 751-0578 " 1-888-WIN-TAOS

Website: www.taosmountaincasino.com

PLEASE NOTE THAT INCOMPLETE APPLICATIONS WILL NOT BE PROCESSED

- Choose the open position that interests you and that you feel you are qualified to perform. List this as your 1st choice on the employment application.
- Give special attention to employment activities for the past ten years, reason for leaving an employer, and include explanations for any period of unemployment over 30 days during those years.
- List complete names, addresses, zip codes, phone numbers, and dates of employment of former employers.
- Resumes may be attached but are not required, and do not substitute for the information requested on the application.
- List complete names, addresses, zip codes, and phone numbers for three references known for at least eight years.
- List skills that would qualify you for the position selected.
- List education and training.

An applicant selected for employment is required to satisfactorily complete the following before they will be officially accepted as an TMC employee.

- Pre-employment drug testing.
- All new hires are subject to an evaluation period during which time they will be issued a temporary worker's license while the following requirements are completed: background investigation as required by the Taos Pueblo Gaming Commission towards issuance of a permanent Gaming License which includes investigation of credit history, work history, personal references, residence history, and education certificates/diplomas, criminal record, and driving record. In addition, Taos Mountain Casino completes verification of you former employment.

About our company...

Taos Mountain Casino recognizes the Indian Preference Act of 1991. First preference will be given to enrolled Taos Pueblo tribal members, followed by all other qualifies Native Americans.

For Human Resources Use Only:

Reviewed by/Submitted to: _____

Dept./Position: _____

Dept./Position: _____

Dept./Position: _____

Confidential file reviewed: Yes _ No _

Date: _____

Date: _____

Date: _____

N/A _

Reviewed _____

Letter Sent _____

Data Entry _____

Human Resources _____

Middle Initial: _____

First Name: _____

Last Name: _____

APPLICATION FOR EMPLOYMENT

Taos Mountain Casino is an equal opportunity employer. All applicants are considered on the basis of their ability to perform the job without regard to individual race, religion, color, sex, age, national origin, physical, aural or visual disability, marital or veteran status, sexual orientation, sexual preference, or any other condition covered by law.

PERSONAL INFORMATION

Date of Application _____

Last Name _____ First Name _____ M.I. _____

Other names used by you for education or employment purposes: _____

Mailing Address: _____

City: _____ State: _____ Zip Code: _____

Telephone Number: _____ Social Security Number: _____

Secondary Contact Number: _____

EMPLOYMENT DESIRED

Position Applying For:

1st Choice _____ 2nd Choice: _____

Type of work desired:

Full Time _____ Part Time _____ Shift preferred: Days _____ Swing _____ Grave _____

Have you ever been employed by Taos Mountain Casino? Yes _____ No _____

If yes, when? _____

Are you an enrolled member of the Pueblo of Taos? Yes _____ No _____

Are you an enrolled member of a Native American tribe? Yes _____ No _____

If yes, list what tribe _____

Who referred you to Taos Mountain Casino? _____
Name or source of referral Relationship, if any

Have you ever had gaming license or casino work card denied or revoked? Yes ___ No ___

If yes, please list which gaming commission and when _____

What languages do you speak fluently? _____

Can you provide written proof that you can legally work in this country? Yes ___ No ___

PLEASE NOTE

The information contained in this employment application is the property of Taos Mountain Casino. This application is retained for three months.

EMPLOYMENT HISTORY

Beginning with your most recent employer, please provide employment history for the past ten (10) years. Include military service, part or seasonal work and explain any periods of unemployment that exceed 30 days or more. Please complete this section even if you are submitting a resume.

Company Name _____	Date of Employment: From _____ To: _____
Last Position Held: _____	Telephone Number: _____
Address: _____	City: _____ State: _____ Zip: _____
Job Duties: _____	Reason for Leaving: _____
Salary History: Starting Wage: _____ Final Wage: _____	
If you are currently employed, may we contact your current employer? Yes _____ No _____	

Company Name _____	Date of Employment: From _____ To: _____
Last Position Held: _____	Telephone Number: _____
Address: _____	City: _____ State: _____ Zip: _____
Job Duties: _____	Reason for Leaving: _____
Salary History: Starting Wage: _____ Final Wage: _____	

Company Name _____	Date of Employment: From _____ To: _____
Last Position Held: _____	Telephone Number: _____
Address: _____	City: _____ State: _____ Zip: _____
Job Duties: _____	Reason for Leaving: _____
Salary History: Starting Wage: _____ Final Wage: _____	

Company Name _____	Date of Employment: From _____ To: _____
Last Position Held: _____	Telephone Number: _____
Address: _____	City: _____ State: _____ Zip: _____
Job Duties: _____	Reason for Leaving: _____
Salary History: Starting Wage: _____ Final Wage: _____	

EDUCATION: List full name of institution, city and state. Indicate whether diploma, certificate or degree was issued.

High School		Graduated? Yes No
College		Degree? Yes No
Graduate Studies		Degree? Yes No
Trade School/ Other		Certification? Yes No
U.S. Military Service		

SKILLS
 Proficient at: WORD _____ EXCEL _____ POWERPOINT _____ DESKTOP PUBLISHING _____
 Other _____

WPM _____ Proficient operation of: FAX _____ COPIER _____ PBX/ANSWER EQUIP. _____
 10-key by touch _____

Proven Customer Service Skills: Greeting Public _____ Resolving Guest Issues _____

Certification: Forklift _____ Special Licenses (CDL, etc.) _____
 Other _____

REFERENCES: List the names and complete addresses and phone numbers of three persons who have knowledge of your job experience and abilities:

Name	Address/City/State/Zip	Yrs. Known	Phone No.

PLEASE READ THE FOLLOWING STATEMENTS CAREFULLY. Your signature acknowledges your acceptance of the following:

1. I attest that all information represented on this application is true and correct, to the best of my knowledge. I understand that any falsification, omission or misrepresentation of information is grounds for withdrawal of the offer of employment at Taos Mountain Casino and/or disciplinary action up to and including termination.
2. I authorize Taos Mountain Casino to conduct a routine inquiry into my job history and inquire about applicable information concerning my character, general reputation or any other information that TMC deems necessary for my employment.
3. I acknowledge that Federal law prohibits companies from hiring any persons unless valid documents are a condition of employment.
4. I understand that an Taos Pueblo Gaming Commission License is required for employment, and its approval is a condition of employment.
5. I agree to submit to a drug/alcohol test conducted at a licensed facility with the test paid for by Taos Mountain Casino. I authorize such test results to be released to Taos Mountain Casino. I understand that passing this test is a condition of employment.
6. I understand that the application for employment does not imply a contract for employment between Taos Mountain Casino and myself. I further acknowledge that my employment, if hired, may terminate at will by either myself or Taos Mountain Casino and that employment is not guaranteed.
7. I release Taos Mountain Casino, its agents and any person or entity that provides or receives information pursuant to the above statements from any and all liability and any damage which may arise there from.

Applicant Signature _____ Date _____