

T.E.R.O. EMPLOYMENT/WORK ORDER

FAX 208-686-0734

CONTRACTOR ()

SUB-CONTRACTOR ()

TRIBAL ENTITY ()

COMPANY/ DEPARTMENT NAME: _____

OFFICE PHONE: _____ CELL PHONE: _____

JOB SITE PHONE: _____ FAX: _____

REQUEST FOR FOLLOWING JOB POSITION(S)

1. NUMBER OF JOB POSITIONS _____
2. RATE OF PAY _____
3. STARTING DATE _____
4. STARTING TIME _____
5. LOCATION/MEETING AREA _____
6. NAME OF CONTACT _____

BRIEF JOB

DESCRIPTION _____

EQUIPMENT

NEEDS _____

INDIAN PREFERENCE APPLICANTS (TERO OFFICE USE ONLY)

- | | |
|----------|-----------|
| 1. _____ | 6. _____ |
| 2. _____ | 7. _____ |
| 3. _____ | 8. _____ |
| 4. _____ | 9. _____ |
| 5. _____ | 10. _____ |

DURATION OF EMPLOYMENT STARTING: _____ ENDING: _____

TRIBAL ENTITIES: It is absolutely necessary that you notify the HR and TERO Department when you lay off a TERO Applicant.

NONTRIBAL ENTITIES: You must notify the TERO Office when you lay off a TERO Applicant.

HR- tjordan@cdatribe-nsn.gov

HR- gtarrant@cdatribe-nsn.gov

TERO- jnilson@cdatribe-nsn.gov

TERO- klowley@cdatribe-nsn.gov

EMPLOYERS ARE RESPONSIBLE FOR ALL PRE-EMPLOYMENT PAPER WORK