



# Oneida Nation

## ENTERPRISES

### EMPLOYEE JOB POSTING FORM

**Instructions:**

- All Job Posting Forms should be submitted by the closing date listed on the position announcement.
- All Job Posting Forms must be signed by your current Manager or Director.
- Any questions should be directed to the Employment Office at (315) 829-8903.

**TO BE COMPLETED BY THE EMPLOYEE:**

POSITION DESIRED: \_\_\_\_\_ JOB POSTING NUMBER: \_\_\_\_\_

Employee Name: \_\_\_\_\_ Employee ID # \_\_\_\_\_

Current Job Title: \_\_\_\_\_ Telephone #: \_\_\_\_\_

Do you have any relatives currently working for Oneida Nation Enterprises, LLC (including Turning Stone, Yellow Brick Road, SavOn or any other Oneida Indian Nation operation)?  
Yes: \_\_\_\_\_ No: \_\_\_\_\_ (If yes, please list relative(s): Name, Department and Relation to you on the back of this application.)

Oneida Members, please check here: \_\_\_\_\_

**You must state your qualifications below. If you would like to have your resume reviewed it is your responsibility to attach an updated copy.**

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Employee's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Current Manager's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**TO BE COMPLETED BY THE HIRING MANAGER:**

Applicant was interviewed on \_\_\_\_\_ OR \_\_\_\_\_ Applicant was not interviewed.

APPLICANT: \_\_\_\_\_ WAS SELECTED / \_\_\_\_\_ WAS NOT SELECTED

Reason: \_\_\_\_\_

Suggested development strategies: \_\_\_\_\_

\_\_\_\_\_  
(Hiring Manager's Signature)

\_\_\_\_\_  
(Date)

HR: \_\_\_\_\_

2019 Revision