

NORTHWEST INDIAN COLLEGE

2522 Kwina Road
Bellingham, WA 98226-9217

Phone: 360-676-2772
Fax: (360) 738-0136

APPLICATION FOR FACULTY & ADMINISTRATION

PERSONAL INFORMATION

Last Name	First Name	Middle Initial	Social Security No.
Street Address	City	State	Zip Code
Home Telephone	Work Phone	Message Phone	

EMPLOYMENT INTERESTS

JOBS PREFERRED

1.	No. of years experience in this area:
_____	_____
2.	No. of years experience in this area:
_____	_____

TYPE OF EMPLOYMENT DESIRED

(check all that apply)

Permanent Part-time Full-time Temporary

How did you hear about NWIC? News ad Employee

Friend Relative NWIC Job Posting Board

Other _____

CONSIDERATIONS

Salary expected: Annual \$ _____

Date available to work: _____

Do you have the legal right to work in the U.S.

Yes [] No []

What hours are you able to work?

What days are you able to work?

PROFESSIONAL TRAINING, EDUCATION, AND SKILLS

Name of Institution	Location or Address	From	To	Degree Earned	Major	Minor

CREDENTIALS (list all WA State credentials held if applicable)

Type	Subject Area(s)	Expiration Date

Type of Specialized Training Received:

TEACHING/ADMINISTRATIVE WORK EXPERIENCE

List actual professional teaching/administrative work experience in chronological order, including current employment. Do not list practical teaching.

Name of Institution	Location	From	To	Grade or Subjects	Position Title	Full-time/Part-time

EXPERIENCE OTHER THAN TEACHING

(include current employment and U. S. Military experience)

Firm or Employer Name	Location	Position Title	From	To	Full-time/ Part-time

Please describe your job duties and responsibilities that relate to the type of work you are applying for:

REFERENCES

Please give names of three (3) persons; either from college, employers, or individuals who have first hand knowledge of your qualifications for the position you are applying for. (Professional references, not character references)
References are contacted in the latter part of the application process.

Name	Address	Telephone	Title and Employer Name

Please provide any additional information about yourself that you would like NWIC to consider.

APPLICATION REQUIREMENTS

Applicants must submit the following items to the attention of Human Resources:

- 1) Completed NWIC application for Faculty/Administration
- 1) Cover letter or letter of application
- 2) Current and complete professional resume
- 3) A placement file, or three letters of recommendation from college sources, employers, or individuals who have firsthand knowledge of your qualifications for the position (professional references)
- 4) Copies of transcripts required at application (originals required if hired)
- 5) Copy of Washington State credential(s) - only if applicable

Indian College provides equal educational and employment opportunities regardless of race, religion, national origin, age, sex, marital status, physical or mental disability or status as a special disabled veteran or veteran of the Vietnam era.

PLEASE READ BEFORE SIGNING:

I hereby certify that all the information contained on this application for employment is true and complete. I authorize NWIC to contact all sources necessary to verify this information. I understand that any misstatement or omission is cause for dismissal should I be employed. I understand that if employed, I will furnish the required licenses to perform my job. I will also furnish required identification to satisfy the federal government regulations.

Applicant Signature

Date