

# ELKO BAND COUNCIL

1745 Silver Eagle Drive • Elko, Nevada 89801  
775-738-8889 • Fax 775-753-5439

Dear Applicant,

Thank you for your interest in a job with the Elko Band Council. Please read the following instructions to ensure your application will be accepted and complete.

- You are encouraged to pick up a job announcement from the Clerical Aid or Human Resources. The job announcement will identify the job duties, responsibilities and qualifications for the job.
- Please fill out the entire application. If it does not apply to you identify it *not applicable* or N/A.
- A copy of your Driver's License and a copy of DMV driving record printout must be attached to the application.
- You are required to sign all forms, including the background check release, and acknowledgement of drug testing. If you fail to sign the application, or other documents your application will be denied.
- Please attach a resume with your application.

If you should have any questions or concerns regarding the application or job announcement feel free to contact Human Resources 775-738-8889.

Thank you,

Elko Band Council