

Northern Shushwap Tribal Council

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Human Resources Skills Form (Short Version)

Instructions for Completing the Form

- 1. Consent Section – check the appropriate box to indicate your choice. If **yes**, please provide a signature, date and contact information.
- 2. Questions – for each question check all boxes which apply to you.
- 3. Please send the completed form to your Band Office address, or NSTQ Office for data entry.

This form is to collect information about the work skills, education, training, and other information of NSTQ members. One of the purposes for the data we collect is for the four communities, and to assist them to plan training to support increased employment of their band members. **Please note that if you do not provide contact information, we may be unable to contact you with training, education or employment opportunities in the future. It also is used to address for election, referendums, and voting for AIP- stats for obtaining funding.**

Permission to release information to

Staff in other departments in your band: No Yes

Other NSTQ band staff: No Yes

Tribal Council staff: No Yes

Treaty staff: No Yes

Date of Consent (MM/DD/YYYY): _____

Do you consent to collect your personal information in the database?

Yes, you may include my name and address in the database.

Signature: _____ **Date:** _____

Membership

First Nation Origin: _____

Status No: _____ Band No: _____

Member Registration No: _____

Member type:

Non-Status Band Member Non-Status Community Member

Status Band Member Status Community Member

*** If removed from band list, please state reason(s):

Education

Institution: _____

Year of highest education completed (MM/DD/YYYY): _____

Levels completed: _____

Diploma/Degree achieved:

Certificate Diploma Bachelors Masters Doctorate

Awards/Bursaries received: _____

Professional Certification: _____

Employment

Are you currently employed?

Yes No, I am not employed

What is your employment status? _____

Income Source of Unemployment: _____

Type of Social Assistance: Provincial Federal

Current Income Range: _____

Actively seeking work: yes no

Do you own a vehicle: yes no

What is your biggest challenge in finding or keeping a job?

What jobs are you interested in doing in the future:

Currently enrolled in any type of training? Yes No

If yes please specify: _____

Willing to take training: yes no

If yes please specify:

Is there anything that limits your ability to take training?

Work Experience

Organization Name: _____

Title at Job: _____

Years at job: _____

Start & End Date: _____

Reason for Leaving: _____

Description of Job Duties: _____

Other work experience: Please attach extra paper when needed.

Skills & Knowledge

What skills do you have? Please attach extra paper if needed.

Traditional Skills & Knowledge

What traditional knowledge or skills do you have? Please attach extra paper if needed.

Thank you very much for your time to complete the form.