

# Bismarck-Mandan Convention and Visitors Bureau Gaming Job Application

Please return to: BMCVB, 1600 Burnt Boat Drive, Bismarck, ND 58503 or specific email, if requested.  
Phone: (701) 222-2595

Position Applying For: \_\_\_\_\_

Application Date (this application will remain active for 30 days): \_\_\_\_\_

How did you hear about us? (ie - referral, Job Service, Facebook, etc.) \_\_\_\_\_

When can you start? \_\_\_\_\_

Check all that you are willing to work:     Days                       Evenings                       Weekends

Hours desired per week:     10-15 hours     15-25 hours     25-30 hours     30-35 hours     35-39 hours

## Applicant Information:

Last Name	First Name	Phone
Address		Other Phone
City	State	Zip

## Education (please list high schools, universities, technical colleges or special training that you have attended, starting with the most recent):

Name of Institution	Year started	Year finished	Area of Study	Diploma or Degree

## Experience (please describe your three most recent job positions, starting with the most recent):

Most Recent Employer's Name	Supervisor's Name	Supervisor's Phone	Start Date
Employer's Address	City	State	Zip
End Date			
Reason for Leaving			
Job Title & Responsibilities			
May we contact your present employer (check one):      YES                      NO                      Not Applicable			
Previous Employer's Name	Supervisor's Name	Supervisor's Phone	Start Date
Employer's Address	City	State	Zip
End Date			
Reason for Leaving			
Job Title & Responsibilities			

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Employer's Address	City	State	Zip	End Date
Reason for Leaving				
Job Title & Responsibilities				

**References** (please list three professional references not related to you, with full name, address, phone number and relationship. If you don't have three professional references, list personal, unrelated references):

Name	Address, City, State, Zip	Phone	Relationship

**Please read the following before signing:**

By signing below, you agree that the information provided in this application is accurate and true to the best of your knowledge and that the employer, the Bismarck-Mandan Convention & Visitors Bureau, may verify with other sources any statements made in this application. Also, this application does not constitute a contract between the applicant and the employer. Any employment offered is considered at-will and either party may end the employment at any time.

I understand that my employment is conditional, pending the results of a criminal record check. Certain positions must be clear of any felony or class A misdemeanor convictions.

I understand that if offered employment, I will be required to submit proof of my identity and legal right to work in the United States on my first day of employment.

I certify that I have read and agree with the statements mentioned above.

**Please sign below:**

\_\_\_\_\_  
Signature \_\_\_\_\_  
Date

**For Employer Use Only:**

Interview Scheduled:	<input type="checkbox"/> No <input type="checkbox"/> Yes	Date: _____	Time: _____
Interviewers:	_____		
Comments:	_____		
Job Offered and Accepted:	<input type="checkbox"/> Yes - Date of Hire/Orientation Date: _____		
<input type="checkbox"/> No - Reason:	_____ Overall qualifications do not correspond as closely to the requirements of the position as do those of the candidates selected.		
	_____ Unsolicited application. No appropriate vacancy currently exists.		
	_____ Other: _____		