

Ronathiatonhseraweiénston Education Division  
**Employment & Training Services/Akwesasne Center for Employment  
Profile Form**

**Name:** \_\_\_\_\_

**Date:** \_\_\_\_\_

If you are returning to the *Tribal Learning Assistance Program*, you must update your account with you Case Manager by calling 518-358-9721 or email [education@srmt-nsn.gov](mailto:education@srmt-nsn.gov).

**Employment Service Request:**

Job Preference or Field of Study: \_\_\_\_\_

What type of employment are you looking for? (check all that apply)

☐ Full-time   ☐ Part-time   ☐ Seasonal   ☐ Project   ☐ Per diem/casual

Are you authorized to work in the U.S.?   ☐ Yes   ☐ No   ☐ I don't know

Are you authorized to work in Canada?   ☐ Yes   ☐ No   ☐ I don't know

What areas are you willing to work in? (check all that apply)

☐ Akwesasne (Canada)   ☐ Akwesasne (U.S.)   ☐ North Country (Massena, Malone, etc.)

☐ Plattsburgh/Ogdensburg/Watertown   ☐ Cornwall Seaway Valley (Brockville/Kingston)

☐ Montreal Area Ottawa (National Capital Regions)

☐ Other: \_\_\_\_\_

Do you have a valid driver's license or permit?   ☐ Yes   ☐ No

If yes, from where? \_\_\_\_\_

**Training Service Request:**

Name of Program: \_\_\_\_\_

Name of School/Institute: \_\_\_\_\_

Length of Program:   Start \_\_\_\_\_   End \_\_\_\_\_

What will you achieve?

☐ Diploma   ☐ Certificate   ☐ License   ☐ Other: \_\_\_\_\_

Reason for your request (attach supporting documentation):

\_\_\_\_\_  
\_\_\_\_\_

Have you had any difficulty obtaining employment due to a previous misdemeanor or felony record? If so, please explain: \_\_\_\_\_

Name other sources of funding you've applied for:	Fund amount \$
	\$
	\$
	\$
<b>Total fund amount</b>	<b>\$</b>

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**Supporting Documents**

The lists below are documents needed to support your application. They are needed to receive funding, supplies, and/or job seeking assistance. The lists may change based on the type of request. Your Case Manager will determine if other documents are needed to strengthen your application.

**For your Employment Service Request, please submit:**

- ☐ If you are age 18 and under, copy of New York State working papers
- ☐ Copy of driver's license or permit
- ☐ High School Diploma or High School Equivalency Diploma
- ☐ Post-secondary degree or transcript
- ☐ Workplace, personal development and/or educational certifications
- ☐ Extracurricular documentation (awards, achievements, etc.)
- ☐ Draft of current resume and cover letter (if applicable)

**For your Training Service Request, please submit:**

- ☐ High School Diploma or High School Equivalency Diploma
- ☐ Post-secondary degree or transcript
- ☐ Workplace, personal development and/or educational certifications
- ☐ Extracurricular documentation (awards, achievements, etc.)
- ☐ Course outline and/or description
- ☐ Cost breakdown of the course