

**TERO**

***TRIBAL EMPLOYMENT RIGHTS OFFICE***

EMPLOYMENT ACTION FORM

Name of Job Bank Participant: \_\_\_\_\_

Date of Hire: \_\_\_\_\_

Position: \_\_\_\_\_

Employee Was:

- Promoted
- Laid Off
- Terminated
- Given a Warning
- Voluntarily Quit

Please Describe Action Taken:

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

\_\_\_\_\_  
Signature of Job Bank Participant

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Signature of Employee Completing Form

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Name of Business

\_\_\_\_\_  
Printed Name