



Little Big Horn College
Forestry Lane 1
P.O. Box 370
Crow Agency, Mt 59022
Phone: 406.638.3100
Fax: 406.6383169

Dear Applicant:

Thank you for your interest in employment at Little Big Horn College. Please submit in one application the **required** following documentation:

_____A letter of application stating the position for which you are applying.

_____A current resume. A search committee will review your work experience.

_____Original or copy of original transcript(s) for each educational institution you have listed on your resume. If you are hired for this position, an original/certified transcript(s) will be required within the initial probationary period.

_____Three letters of recommendation. The search committee reviews these letters.

_____If you are claiming proof of Crow or Indian Preference, please fill out the Crow/Indian preference form and submit proof of verification.

_____Complete the KSA'S attached to the job description. Your answers are carefully reviewed and rated by a search committee.

_____Consent to Release of Information.

This position shall be open until filled with a priority deadline for **Friday December 11th, 2009** at 5:00 pm. **Incomplete or late applications will not be considered.** Faxed or mailed resumes or emailed to (mandy@lbhc.cc.mt.us), letters, and transcripts are acceptable provided they are submitted by the due date, however, a hard copy of these documents must be post marked by the deadline date.

You may personally submit your completed application at the LBHC front office or, if you are mailing your application, you may direct it the Human Resources Office.

Again, thank you for your interest in this position. We look forward to reviewing your application.

Sincerely,

Mandy Plainfeather-Human Resource Officer