



In compliance with federal and state equal employment opportunity laws, applicants are considered on the basis of position related requirements without regard to race, color, religion, sex, national origin, age, marital status, veteran status or disability.

The information furnished on this application helps to determine your qualifications for the type of work for which you have applied. It is therefore essential that every question be completed and fully answered.

The completion of this application does not indicate that there are any open positions and does not obligate BANK to grant an interview or offer employment.

PERSONAL INFORMATION

Name (Last, first and middle)		Please indicate other names under which you worked or obtained education	Social Security Number
E-Mail Address			
Complete Address (Street-City-State-Zip)			Home Phone _____ Cell Phone _____
Position applying for:	Salary Desired	Your availability for Work:	
1. _____	\$ _____	_____	
Please check First choice	Do you Have Relatives Working for the Bank? Yes _____ No _____	Are you 18 years of age or older?	
Full time _____ Part time _____	Name _____ Dept. _____ Relationship _____	Yes _____ No _____	

LEGAL INFORMATION

Are you legally entitled to work in the United States? (Verification will be required upon hire.) Yes _____ No _____

Have you ever been convicted of any criminal misdemeanor or felony in any court of law?

Yes _____ No _____ if yes, please give details: (A conviction does not automatically disqualify you for employment. What crime was committed, how long ago, as well as for what job you are applying are among the factors considered.) _____

EDUCATION AND TRAINING

	Name & Complete Address	Main course	Circle Last Year completed	Did you Graduate?
High School			1 2 3 4	Yes No ____
College			1 2 3 4	Yes No ____

Please list any scholastic honors, offices held, and activities in high school or college (you may omit those that indicate race, religion, sex, national origin, age, and disability or veteran status of its members.) _____



REFERENCES (Do not use employers or family members)

Name and Occupation	Complete Address	Telephone No.	Time Known
1.			
2.			
3.			

EMPLOYMENT HISTORY

Starting with present or most recent, list ALL work experience for the last 10 years, include self-employment, summer, volunteer and part-time jobs. If there is a period where you were not employed, list what you did during that time. Do not leave any time out. Should you need to list additional work experience, request a supplemental form.

DATES EMPLOYED MONTH AND YEAR		EMPLOYER	JOB TITLE & DUTIES	OTHER JOB RELATED INFORMATION
From	To	Company Name _____ Complete Address _____	Job Title _____ Duties _____	Reason for leaving? May we Contact your present / past employer? Yes _____ No _____
SALARY		Phone No. () _____	_____	Name while employed (If different)
Start	Last	Supervisor Name _____ Type of Business _____	_____	
HR USE ONLY				
DATES EMPLOYED MONTH AND YEAR		EMPLOYER	JOB TITLE & DUTIES	OTHER JOB RELATED INFORMATION
From	To	Company Name _____ Complete Address _____	Job Title _____ Duties _____	Reason for leaving? May we Contact your present / past employer? Yes _____ No _____
SALARY		Phone No. () _____	_____	Name while employed (If different)
Start	Last	Supervisor Name _____ Type of Business _____	_____	
HR USE ONLY				



PLEASE READ BEFORE SIGNING THIS APPLICATION

The Bank, at its own expense, arranges for a fidelity bond for each of its employees. Unless the applicant's background is acceptable to a fidelity company (not relative to race, color, religious creed, national origin, sex, handicap, or veteran status) it will be difficult to secure this bond and the Bank may be unable to offer employment.

Section 19 of the Federal Deposit Insurance Act as amended by the Financial Institutions Reform, Recovery, and Enforcement Act of 1989 (FIRREA) provides that no person who has been convicted of a crime involving breach of trust shall be allowed to participate, directly or indirectly, in any manner in the conduct of the affairs of a FDIC-insured depository institution. Accordingly, in compliance with the law, the Bank may require fingerprinting for the purpose of assuring that applicants have no record of convictions for crimes involving breach of trust. I understand to the extent permitted by applicable law the Bank may require fingerprinting, a photograph, a medical examination, a drug and/or alcohol test, a credit investigation, and a polygraph test before and/or during employment. Additionally, I hereby authorize and direct any Sheriff Department, any Police Department and any other agency of criminal justice, law enforcement agency or court in STATE or elsewhere to release any and all criminal history records pertaining to me to BANK or its agents or representatives. I agree to the aforementioned at the Bank's expense.

In making this application for employment I further understand that prior to being offered employment, the Bank may obtain information through personal interviews with third parties, such as family members, present and prior employers, business associates, financial sources, friends, neighbors, or others with whom I am acquainted.

I further understand that if hired, my employment is at will. I or the Bank may terminate my employment at any time, with or without notice, and with or without cause. Moreover, I acknowledge that nothing contained in this employment application or the employee handbook, any written memorandum, or any statements made to me by other employees of the bank shall create an employment contract between the Bank and myself.

I certify that all answers or statements I have made on this application or on my resume or other supplementary materials are true and correct without omissions. I acknowledge that any false statement or misrepresentation on this application or supplementary materials will be cause for refusal to hire or for immediate dismissal at any time during the period of my employment. I authorize BANK to contact any of my past employers, except as otherwise indicated, and/or schools and authorize my past employers and/or school to furnish any information concerning my previous employment and/or education. I release this company and all persons and organizations from all claims and liabilities of any nature arising from such investigations or the supplying of information for such investigations.

I have read and understand the foregoing statements and accept the same as conditions of employment.

Date Signature of Applicant

HUMAN RESOURCES USE ONLY

Date Employed _____

Employee NO _____

To Start Work _____

Salary \$ _____

Position _____

Grade _____

Office _____

Checking Account NO _____

Date of 1st Review _____

Date Eligible for Merit Consideration _____

Employed/Authorized by _____