



## Application for Employment - p. 2

**Work History (Include volunteer and military experience) must be completed by applicant.**

CURRENT JOB

|   |                |                                  |   |
|---|----------------|----------------------------------|---|
| Are you currently employed?                       |                |                                  |   |
| Employer  | Manager's Name | Phone #                          | May we contact?<br>( ) Yes ( ) No         |
| Address (Street, City, State, Zip)                |                | Dates Employed (mo/yr)<br>/ TO / | Starting & Ending salary/wage             |
| Job Title   |                | Hours per Week                   | ( ) Hour ( ) Week<br>( ) Month ( ) Annual |
| Job Duties  |                |                                  | Date of Last Increase                     |
|   |                |                                  | Incentive Earnings<br>( ) Yes ( ) No      |
| Reason for leaving or seeking change of position. |                |                                  | Average Annual Earnings                   |

1<sup>st</sup> PREVIOUS

|   |                |                                  |   |
|---|----------------|----------------------------------|---|
| Employer  | Manager's Name | Phone #                          | May we contact?<br>( ) Yes ( ) No         |
| Address (Street, City, State, Zip)                |                | Dates Employed (mo/yr)<br>/ TO / | Starting & Ending salary/wage             |
| Job Title   |                | Hours per Week                   | ( ) Hour ( ) Week<br>( ) Month ( ) Annual |
| Job Duties  |                |                                  | Date of Last Increase                     |
|   |                |                                  | Incentive Earnings<br>( ) Yes ( ) No      |
| Reason for leaving or seeking change of position. |                |                                  | Average Annual Earnings                   |

2<sup>nd</sup> PREVIOUS

|   |                |                                  |   |
|---|----------------|----------------------------------|---|
| Employer  | Manager's Name | Phone #                          | May we contact?<br>( ) Yes ( ) No         |
| Address (Street, City, State, Zip)                |                | Dates Employed (mo/yr)<br>/ TO / | Starting & Ending salary/wage             |
| Job Title   |                | Hours per Week                   | ( ) Hour ( ) Week<br>( ) Month ( ) Annual |
| Job Duties  |                |                                  | Date of Last Increase                     |
|   |                |                                  | Incentive Earnings<br>( ) Yes ( ) No      |
| Reason for leaving or seeking change of position. |                |                                  | Average Annual Earnings                   |

3<sup>rd</sup> PREVIOUS

|   |                |                                  |   |
|---|----------------|----------------------------------|---|
| Employer  | Manager's Name | Phone #                          | May we contact?<br>( ) Yes ( ) No         |
| Address (Street, City, State, Zip)                |                | Dates Employed (mo/yr)<br>/ TO / | Starting & Ending salary/wage             |
| Job Title   |                | Hours per Week                   | ( ) Hour ( ) Week<br>( ) Month ( ) Annual |
| Job Duties  |                |                                  | Date of Last Increase                     |
|   |                |                                  | Incentive Earnings<br>( ) Yes ( ) No      |
| Reason for leaving or seeking change of position. |                |                                  | Average Annual Earnings                   |

# Application for Employment - p. 3

Add any other information you feel is pertinent. For example, you may summarize your overall experience and relate it to your career goals. Use the back of this form if more space is required.

GENERAL INFORMATION

# Application for Employment - p. 4

OTHER

|                                       |                   |
|---------------------------------------|-------------------|
| Emergency Contact (name/relationship) | Phone (Work/Home) |
| 1)                                    |                   |
| 2)                                    |                   |
| 3)                                    |                   |

EMPLOYMENT  
OF  
TERMS

|   |
|---|
| <b><i>Please Read Carefully Before Signing</i></b>  |
| <p>I certify that all statements made by me on this application are true and complete to the best of my knowledge and that I have withheld nothing that would, if disclosed, affect this application unfavorably. I understand, that if employed, any misstatements or omissions of fact on this application shall be cause for dismissal.</p> <p>I understand that nothing contained in this employment application, the granting of an interview or any Credit Union policies, procedures or handbooks that I might receive are intended to create an employment contract between the Credit Union and myself for either employment or the provision of any benefit. In the event of my employment with the Credit Union, I will comply with the rules and regulations as set forth in the Credit Union handbook and other communications distributed to all employees. My employment, if hired, will be "at will" and can be terminated, with or without cause or notice, at any time at the option of either the Credit Union or myself. This "at will" relationship may not be changed in writing or conduct unless by the CEO.</p> <p>I authorize the Credit Union to supply my employment record, in whole or in part, and in confidence, to any prospective employer, government agency, or other party with a legal and proper interest. Such information to consist of performance, discipline, attendance or other information about my employment. I waive any claim against the Credit Union for providing such information to others. I also waive any liability against the Credit Union for relying on such information from others.</p> <p>Former employers and educational institutions are authorized to give company information about me. I hereby release them from all liability for releasing such information as part of the reference check process.</p> <p>I understand and acknowledge that employment may be conditional upon a favorable health evaluation which may include a physical examination to verify the ability to perform the essential job functions with or without accommodation and a chemical screening (at the employee expense, to be reimbursed if the drug screen results are negative) for controlled substances, mind altering drug use or other substances which can adversely alter work performance and that future chemical screening may be required after employment.</p> <p>The Credit Union may also exercise its right to search Credit Union property, including but not limited to desks, cabinets, lockers and other property when the situation warrants such inspection.</p> <p>Any injury to me or death in connection with my employment shall be subject to worker's compensation laws. I waive for myself, my heirs and representatives, all actions at law against the Credit Union for damages for such injury or death and agree to accept the applicable compensation award provided for by the laws of the state in which I am employed at the time of such injury or death.</p> <p>I hereby acknowledge the I have read the above statements and understand what I have read.</p> |

|                       |              |
|-----------------------|--------------|
| Applicant's Signature | Today's Date |
|-----------------------|--------------|