

## Application for Employment with Members Federal Credit Union

Members Federal Credit Union provides equal opportunities for all applicants and employees regardless of race, color, creed, religion, gender, age, national origin, disabled or Vietnam era veterans, or the presence of a non job related condition or disability or any other legally protected status.

### Personal Information

Name _____	Address _____	City, State, Zip _____	
Phone Number _____	Email _____	SS# _____	
Position Applying For _____	Part/Full Time _____	Date Available _____	Expected Earnings _____

### Employment History

<b>Name and Address of Previous Employer</b>			
Company _____	Position _____	Starting Date _____	
Address _____	Reason for Leaving _____	Termination Date _____	
May we contact? YES NO	Salary _____	Supervisor's Name _____	Supervisor's Phone _____

<b>Name and Address of Previous Employer</b>			
Company _____	Position _____	Starting Date _____	
Address _____	Reason for Leaving _____	Termination Date _____	
May we contact? YES NO	Salary _____	Supervisor's Name _____	Supervisor's Phone _____

<b>Name and Address of Previous Employer</b>			
Company _____	Position _____	Starting Date _____	
Address _____	Reason for Leaving _____	Termination Date _____	
May we contact? YES NO	Salary _____	Supervisor's Name _____	Supervisor's Phone _____

### References

- 1.) Name \_\_\_\_\_ Relationship \_\_\_\_\_ Phone \_\_\_\_\_
- 2.) Name \_\_\_\_\_ Relationship \_\_\_\_\_ Phone \_\_\_\_\_
- 3.) Name \_\_\_\_\_ Relationship \_\_\_\_\_ Phone \_\_\_\_\_

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## Education History

High School Name _____	City _____	Major Courses _____
Certificate _____	Circle Years Completed	1 2 3 4
Trade or Business School Name _____	City _____	Major Courses _____
Certificate _____	Circle Years Completed	1 2 3 4
College Name _____	City _____	Major Courses _____
Certificate _____	Circle Years Completed	1 2 3 4
Graduate School Name _____	City _____	Major Courses _____
Certificate _____	Circle Years Completed	1 2 3 4
Are you planning to pursue further studies? YES NO If so, when, where and what courses? _____		

Typing Speed \_\_\_\_\_ WPM What office machines are you familiar with? \_\_\_\_\_

If employed in the position for which you have applied, would you be in a supervisory relationship to any relative or member of your household?  
YES NO If yes, please give name and relationship \_\_\_\_\_ Who referred you to this credit union? \_\_\_\_\_

Have you ever been convicted of anything other than a minor traffic violation? YES NO If yes, please explain: \_\_\_\_\_

(A "YES" answer does not automatically disqualify you from employment since the nature of the offense, date and position you are applying for will also be considered.)

Have you applied here before? YES NO If yes, when and for what position? \_\_\_\_\_

Are you at least 18 years of age? YES NO Are you eligible to work in the United States? YES NO  
(Verification will be required upon hire)

Have you ever been fired from a job or asked to resign? YES NO If yes, explain: \_\_\_\_\_

### Please read each statement carefully before signing

I certify that all information provided in this application is complete. I understand that any false information or omissions disqualify me from full consideration for employment and can justify my dismissal if discovered at a later date.

I authorize the investigation of any or all stated information included in this application my current employer, past employers and organizations named in this application to provide information and opinions that may be useful in the hiring decision. I release such persons and organizations eligibility in making such statements.

I understand that this application or subsequent employment does not create a contract of employment nor guaranteed employment for any definite period of time. If employed, I understand I have been hired at the will of the employer and my employment may be terminated at any time with or without cause and with or without notice.

Signature \_\_\_\_\_ Date \_\_\_\_\_

## **Application for Employment with Members Federal Credit Union**

### **Permission for Background Inquiry**

In consideration of and connection with my application for employment and as a consideration of continuing employment, I understand that an investigative background inquiry will be performed on myself, including but not limited to consumer credit history, criminal record history, worker compensation claim history, civil record history, driving record history, employment history, and other such reports that may exhibit information on my character, work habits, performance, education and experience, along with reasons for termination of employment from previous employers, where such information exists. This research may be performed for information dating back to the past ten years.

I hereby authorize, without reservation, Members Federal Credit Union, and any party or agency contracted by Members Federal Credit Union, as a condition precedent to employment or as a condition of continuing employment, to contact any of my previous employers or to contact schools, companies, credit bureaus, law enforcement agencies, government agencies, persons and educational institutions to supply any information concerning my background and to furnish the above listed information and to release and hold harmless all parties involved from any liability and responsibility for doing so. This authorization and consent shall be valid in original, fax or copy form. I believe to the best of my knowledge that all the information I have provided is accurate, true and correct and that I fully understand the terms of this release.

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Print Name

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Candidates Signature

Date

# Application for Employment with Members Federal Credit Union

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

Social Security Number: \_\_\_\_\_

Date of Birth: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Drivers License Number: \_\_\_\_\_

## Education

Degree: \_\_\_\_\_

College or University: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_

Date of Graduation: \_\_\_\_\_