



Application For Employment

Position(s) Applied For: _____ Date of Application: _____

Name: _____
Last First Middle Initial

Address: _____
Street City State Zip

Primary Phone: _____ Secondary Phone: _____

Email Address: _____

Previous Address: _____
Street City State Zip

Are you available to work? Full Time Part Time Saturday

Do any friends or relatives presently work for us? _____ If yes, who? _____

Have you ever been bonded? _____ Salary desired? _____

When would you be available to work? _____

Provide the name and phone number of three work-related professional references not related to you:

1. _____

2. _____

3. _____

EDUCATION	School Name & Address	Years Completed	Diploma/Degree	Course of Study
High School				
College/University				
Graduate/Professional				

EMPLOYMENT EXPERIENCE

List each job held. Start with your present or last job. **This section needs to be completed even if you are submitting a resume.** If you need additional space, please continue on a separate sheet of paper.

Employer	<u>Dates-Month/Year</u>		Describe your position & duties:
	From	To	
Address	Phone Number		
Job Title			
Supervisor			
May we contact your present employer?	Yes	No	
Reason for Leaving			

Employer	<u>Dates-Month/Year</u>		Describe your position & duties:
	From	To	
Address	Phone Number		
Job Title			
Supervisor			
May we contact your present employer?	Yes	No	
Reason for Leaving			

I certify that the information contained in this application is correct to the best of my knowledge, and I understand that any misstatement or omission of information is grounds for ending the hiring process or dismissal. I authorize the pre-employment screening as stated below as well as verification of information provided on this application; and authorize the references listed above to give you all pertinent information concerning my previous employment.

EvergreenDIRECT Credit Union reserves the right to revise or change the job description as the need arises. Posted job description is not all inclusive of total job responsibilities nor does it constitute a written or implied contract of employment.

Pre-employment screening for final candidates to include:

- NMLS registration; which includes fingerprinting and criminal history background check (as applicable based on specific position posted).
- Credit check; results should demonstrate financial responsibility.
- Background Screening to include criminal background check.

We are proud to be an *Equal Opportunity Employer*. Employment selection and related decisions are made without regard to sex, race, age, disability, religion, national origin, color or any other protected class. We maintain a drug free workplace.

Applicant Signature

Date