



## Application for Employment

We appreciate your interest in our organization and assure you that we are sincerely interested in your qualifications. A clear understanding of your background and work history will aid us in placing you in the position that meets your qualifications and may assist us in possible future upgrading. Prime Alliance Bank is an Equal Opportunity Employer.

Position Applied For: \_\_\_\_\_ Date of Application: \_\_\_\_\_

Name: \_\_\_\_\_  
Last First Middle

Address: \_\_\_\_\_  
Street City State Zip

Phone: \_\_\_\_\_ Mobile: \_\_\_\_\_ Soc. Sec. #: \_\_\_\_\_

Date available to start: \_\_\_\_\_

Type of employment desired:  Full-Time  Part-Time  Temporary

Have you been convicted of a crime in the past?  Yes  No

If Yes, Please explain: \_\_\_\_\_

Have you ever been employed here before?  Yes  No

Are you legally eligible for employment in this country?  Yes  No

If you are under 18, do you have a work permit?  Yes  No

Availability – Please tell us the earliest time and latest time you can work each day.

	Monday	Tuesday	Wednesday	Thursday	Friday
Earliest Time					
Latest Time					

List any experience, skills, or qualifications you feel would especially fit you for work with our organization.

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**Record of Education:** \_\_\_\_\_

High School \_\_\_\_\_ City, State \_\_\_\_\_

College or University attended \_\_\_\_\_ City, State \_\_\_\_\_

Graduate University attended \_\_\_\_\_ City, State \_\_\_\_\_

Are you currently a student?  Yes  No

Last grade completed – High School  9  10  11  12

Last year completed – College  1  2  3  4

Advanced Degree Received \_\_\_\_\_

**Employment History**

List entire employment history, starting with your present employer. May we contact your current employer?

\_\_\_\_\_  
**Company Name** \_\_\_\_\_ Address \_\_\_\_\_ City, State, Zip \_\_\_\_\_

\_\_\_\_\_  
Phone \_\_\_\_\_ Position \_\_\_\_\_ Supervisor \_\_\_\_\_ Last Pay Rate \_\_\_\_\_

\_\_\_\_\_  
Dates Employed \_\_\_\_\_ From \_\_\_\_\_ To \_\_\_\_\_ Reason for Leaving \_\_\_\_\_

\_\_\_\_\_  
Describe type of work you performed \_\_\_\_\_

\_\_\_\_\_  
**Company Name** \_\_\_\_\_ Address \_\_\_\_\_ City, State, Zip \_\_\_\_\_

\_\_\_\_\_  
Phone \_\_\_\_\_ Position \_\_\_\_\_ Supervisor \_\_\_\_\_ Last Pay Rate \_\_\_\_\_

\_\_\_\_\_  
Dates Employed \_\_\_\_\_ From \_\_\_\_\_ To \_\_\_\_\_ Reason for Leaving \_\_\_\_\_

\_\_\_\_\_  
Describe type of work you performed \_\_\_\_\_ **Attach additional sheet if necessary**

**Personal References** (No Relatives Please)

\_\_\_\_\_  
Name \_\_\_\_\_ Phone \_\_\_\_\_ Relationship \_\_\_\_\_ Years Known \_\_\_\_\_

\_\_\_\_\_  
Name \_\_\_\_\_ Phone \_\_\_\_\_ Relationship \_\_\_\_\_ Years Known \_\_\_\_\_

\_\_\_\_\_  
Name \_\_\_\_\_ Phone \_\_\_\_\_ Relationship \_\_\_\_\_ Years Known \_\_\_\_\_

**Military Service Record**

Were you ever in the U.S. Armed Forces?  Yes  No If yes, what branch? \_\_\_\_\_

Dates of Duty: \_\_\_\_\_  
From To Rank at Discharge Reason for Discharge

Have you ever taken training under the G.I. Bill?  Yes  No If yes, what training did you take? \_\_\_\_\_

I hereby understand and acknowledge that, unless otherwise defined by applicable law, any employment relationship with this organization is of an “at will” nature, which means that the Employee may resign at any time and the Employer may discharge Employee at any time with or without cause. It is further understood that this “at will” employment relationship may not be changed by any written document or by conduct unless such change is specifically acknowledged in writing by the Executive Committee of Prime Alliance Bank.

I also hereby certify that the above information is true and correct to the best of my knowledge and any untruth may effect possible employment at Prime Alliance Bank.

**Applicant’s Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_



**Prime Alliance Bank**

**Authorization to Obtain Credit Report**

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

Last

First

Middle

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

Street

City

State

Zip

Phone: \_\_\_\_\_ Mobile: \_\_\_\_\_ Soc. Sec. #: \_\_\_\_\_

By my signature, I consent to allow Prime Alliance Bank to obtain a copy of my credit report. I also consent that Prime alliance Bank may use my credit report in conjunction with reviewing my employment application.

**Applicant's Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_