



Relationships. Values. Results.

Application for Employment

Name (First, Middle & Last): _____

Address: _____

Phone Number: (____) _____ Cell Phone: (____) _____ Email Address: _____

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

*Social Security Number: ____ - ____ - ____

*We will only use this information for employment purposes only and make reasonable efforts to safeguard your privacy.

Referral Source (Please List):

Date Available to Start: _____ Days and Hours Available: _____

Type of Employment Desired: Full-Time _____ Part-Time _____ Seasonal _____ Temporary _____

Have you applied (and/or) worked for RVR Bank before? Yes _____ No _____

If yes, give dates: From _____ to _____

Do you have any friends, relatives, or acquaintances working for RVR Bank?

Would you be able to present evidence of your US citizenship or proof of your legal right to work in the US? Yes _____ No _____

Is this application a request for reemployment following an extended military leave of absence from this company? Yes _____ No _____

If you are under 18 and it is required, can you provide a work permit? Yes _____ No _____

Are you able to perform the essential function of the position(s) for which you are applying without reasonable accommodation? If no, please describe the function that cannot be performed.

This question is not designed to elicit information about an applicant's disability. Please do not provide information about the existence of a disability, particular accommodation, or whether accommodation is necessary. These issues may be addressed at a later state to the extent permitted by law.

List your highest level of education: _____

What is your desired salary range/hourly rate of pay? \$ _____

Will you relocate if job requires? Yes _____ No _____ Will you travel if job requires it? Yes _____ No _____

If they have been explained to you, are you able to meet the attendance requirements of the position?

N/A _____ Yes _____ No _____



Application for Employment

Will you work overtime if required? Yes ___ No ___

If no, please explain: _____

Driver's license number required if driving may be required in the job for which you are applying:

Have you ever been *bonded? Yes ___ No ___

*Answering "yes" to the following question does not constitute an automatic bar to employment. Factors such as date of offense, seriousness, and nature of the violation, rehabilitation and position applied for will be taken into account.

Have you ever pleaded "guilty" or "no contest" to or been convicted of a crime? Yes ___ No ___

If yes, please provide date(s) and details:

Have you entered into an agreement with any former employer or other party (such as noncompetition agreement) that might, in any way, restrict your ability to work for our company? Yes ___ No ___

If yes, please explain:

Employment History:

Employer: _____ Phone: _____

Address: _____

Starting Job Title: _____ Final Job Title: _____

Dates Employed: _____ to _____

Starting Compensation: _____ Final Compensation: _____

Immediate Supervisor and Title: _____

May we contact for Reference? Yes ___ No ___ If yes, email address: _____

Reason for Leaving: _____

Summarize type of work performed and job responsibilities:



Application for Employment

Employer: _____ Phone: _____

Address: _____

Starting Job Title: _____ Final Job Title: _____

Dates Employed: _____ to _____

Starting Compensation: _____ Final Compensation: _____

Immediate Supervisor and Title: _____

May we contact for Reference? Yes ___ No ___ If yes, email address: _____

Reason for Leaving: _____

Summarize type of work performed and job responsibilities:

Employer: _____ Phone: _____

Address: _____

Starting Job Title: _____ Final Job Title: _____

Dates Employed: _____ to _____

Starting Compensation: _____ Final Compensation: _____

Immediate Supervisor and Title: _____

May we contact for Reference? Yes ___ No ___ If yes, email address: _____

Reason for Leaving: _____

Summarize type of work performed and job responsibilities:

Please explain any gaps in employment, other than those due to personal illness, injury, or disability:

If not addressed, have you ever been fired or asked to resign from a job? Yes ___ No ___

If yes, please explain:



Application for Employment

Skills and Qualifications:

Summarize any special training, skills, licenses and/or certificates that may assist you in performing the position for which you are applying:

References:

Name: _____ Title: _____

Relationship to You: _____ Phone Number: _____

Email: _____ Years Known: _____

Name: _____ Title: _____

Relationship to You: _____ Phone Number: _____

Email: _____ Years Known: _____

Name: _____ Title: _____

Relationship to You: _____ Phone Number: _____

Email: _____ Years Known: _____



Application for Employment

Application Statement:

I certify that all information I have provided in order to apply for and secure work with this employer is true, complete and correct. I expressly authorize, without reservation, the employer, its representatives, employees or agents to contact and obtain information provided by me in this application, resume, or job interview. I hereby waive any and all rights and claims I may have regarding the employer, its agents, employees, or representatives, for seeking, gathering and using truthful and non-defamatory information, in a lawful manner, in the employment process and all other persons, corporations or organizations for furnishing such information about me.

I understand that this employer does not unlawfully discriminate in employment and no question on this application is used for the purpose of limiting or eliminating any applicant from consideration for employment on any basis prohibited by applicable local, state, or federal laws.

I understand that this application remains current for only 30 days. At the conclusion of that time, if I have not heard from the employer and still wish to be considered for employment, it will be necessary for me to reapply and fill out a new application.

If I am hired, I understand that I am free to resign at any time, with or without cause and with or without prior notice, and the employer reserves the same right to terminate my employment at any time, with or without cause and with or without prior notice, except as may be required by law. This application does not constitute an agreement or contract for employment for any specified period or definite duration. I understand that no supervisor or representative of the employer is authorized to make any assurances to the contrary and that no implied oral or written agreements contrary to the foregoing express language are valid unless they are in writing and signed by the employer's president.

I also understand that if I am hired, I will be required to provide proof of identity and legal authorization to work in the United States and that federal immigration laws require me to complete an I-9 Form in this regard.

This Company does not tolerate unlawful discrimination in its employment practices. No question on this application is used for the purpose of limiting or excluding an applicant from consideration for employment on the basis of his or her sex, race, color, religion, national origin, genetic information, citizenship, age, disability, or any other protected status under applicable federal, state, or local law. This Company likewise does not tolerate harassment based on sex, race, color, religion, national origin, citizenship, genetic information, age, disability, or any other protected status. Examples of prohibited harassment include, but not limited to, unwelcome physical contact, offensive gestures, unwelcome comments, jokes, epithets, threats, insults, name-calling, negative stereotyping, possession or display of derogatory pictures or other graphic materials, and any other words or conduct that demean, stigmatize, intimidate, or single out a person because of his/her membership in a protected category. Harassment of our employees is strictly prohibited, whether it is committed by a manager, coworker, subordinate, or non-employee (such as a vendor or customer). The Company takes all complaints of harassment seriously and all complaints will be investigated promptly and thoroughly.

DO NOT SIGN UNTIL YOU HAVE READ THE ABOVE APPLICANT STATEMENT.

I certify that I have read, fully understand, and accept all terms of the foregoing Applicant Statement.

Signature of Applicant: _____ Date: _____