

Cherokee Strip Credit Union

APPLICATION FOR EMPLOYMENT

CSCU is an equal opportunity employer. All applicants will be considered regardless of race, color, religion, sex, national origin, age, marital, or veteran status, disability or any other legally protected status. Equal access to the hiring process, services and employment is available to all persons. Applicants requiring accommodations to the application and/or interview process should contact credit union management. Each question should be answered completely and accurately. **No action will be taken on this application until all questions have been answered and the application has been signed and dated.** Verification of eligibility to work in the U.S. will be required if an employment offer is made.

GENERAL INFORMATION

Last Name _____ Initial ____ First Name _____

Address _____ City/State _____ / _____ Zip _____

Telephone Number _____ Email Address _____ Are you over the age of 18? Y N

Have you been employed here before? Y N If yes, when? _____ Are you eligible to work in the United States? Y N
(Proof will be required upon hire.)

Do you have any relatives employed here? Y N Have you served as an official or an employee of a credit union? Y N

If yes, please explain. _____ Name and address of credit union _____

Have you ever been convicted, or pled guilty or no contest to a felony offense? Y N (Full Background Check is required)

For purposes of employment with Cherokee Strip Credit Union, "convictions" include sentenced confinement, paid fine, time served, placed on probation (including deferred adjudication) and court-ordered restitution. A conviction is not necessarily a bar to employment:

List all former "LAST" names: _____, _____, _____

If convicted of a felony, please explain: _____

By signing this application, you also agree to immediately notify Cherokee Strip Credit Union if you are convicted of, receive deferred adjudication in, or otherwise plead guilty or no contest to a felony, or any crime involving dishonesty or a breach of trust, while your application is pending or during your period of employment, if hired.

REFERRAL SOURCE

Advertisement Internet Temp Service Walk-in Friend Other: _____

WORK PREFERENCE

Position applied for: _____ Date available: _____ Expected Wage: _____ (per hour)

Hours preferred: Full-Time Part-Time Temp. Other _____

PROFESSIONAL REFERENCES

Please list the three most recent supervisors who can be contacted for work reference, excluding relatives:

Name	Company	Job Title	Phone

EMPLOYMENT HISTORY

List work experience including military and voluntary assignments. Start with your present or last job. Attach more sheets if necessary. Please complete all fields entirely; statements such as "See Resume" are unacceptable.

Company Name _____ From _____ To _____ Salary _____ Position _____

Address _____ Telephone Number _____ Supervisor _____

Duties _____ Reason for Leaving _____

May we contact your current employer? Y N

Company Name _____ From _____ To _____ Salary _____ Position _____

Address _____ Telephone Number _____ Supervisor _____

Duties _____ Reason for Leaving _____

Company Name _____ From _____ To _____ Salary _____ Position _____

Address _____ Telephone Number _____ Supervisor _____

Duties _____ Reason for Leaving _____

EDUCATION

	Name and Address	Course of Study General Major	Diploma or Degree
High School			
College/ University			
Trade/ Business			
Other			

SKILLS

List job related professional, trade, business, or civic associations and any offices held. (Exclude memberships which would reveal sex, race, religion, national origin, age, color, disability or other protected status.)

List job related special accomplishments, publications, and awards. (Exclude information which would reveal sex, race, religion, national origin, age, color, disability or other protected status.)

List any additional information you would like us to consider.

ACKNOWLEDGMENT

I understand that Cherokee Strip Credit Union is not making an offer of employment at this time. I certify that the information in this application is correct to the best of my knowledge. I understand that any misrepresentation or omission of any fact in my application, resume, or any other materials, or during interviews is grounds for disqualification from further consideration for employment or for termination if employed.

I authorize Cherokee Strip Credit Union to contact any company, institution, or individual it deems appropriate to investigate my employment history, character, and qualifications, if job related. I give my full consent for all contacted persons including former employers to provide the information concerning this application, and I waive my right to bring any cause of action against these individuals for any and all liability for damages arising from furnishing the requested information to Cherokee Strip Credit Union.

I understand that this application is current and active for only 90 days. At the conclusion of this time, if I have not heard from Cherokee Strip Credit Union and still wish to be considered for employment, it will be necessary to fill out a new application.

I understand that if I am hired, my employment at Cherokee Strip Credit Union is "at-will" and may be terminated by myself or by Cherokee Strip Credit Union at any time for any reason, with or without cause or notice. I understand that no representative of Cherokee Strip Credit Union has the authority to make any assurance to the contrary.

Type your Signature

Date

Please Read this Disclosure Carefully

If you have any questions regarding the application, this statement, or if you need special assistance in regard to applying for this position, please ask the person who is assisting you with this application.

As an equal opportunity employer, this Organization will strive to conduct all personnel practices, including recruitment, selection, employment, compensation, benefits, evaluations, promotions, demotions, assignments, transfers, reductions-in-force, terminations, training, education, recreational and social activities, and safety and health programs, without regard to race, color, religion, gender, national origin, age, disability, veteran status, or any other status protected under local, state or federal laws.

The answers to the questions on this application are not intended for use for discriminatory purposes.

Your application will be given the consideration it deserves; however, our acceptance of your completed application for our consideration does not mean you will be offered employment. By signing your name below, you indicate your understanding that nothing contained in this application or any information gained or discussed during the interview process creates an employment contract between you and this Organization. **If hired, you will be, at all times, an at-will employee.** Should this application and the hiring process result in your employment, you have the right to terminate your employment at any time and for any reason. Likewise, this Organization reserves the right to terminate your employment at any time and for any reason not prohibited by law.

Moreover, you understand no representative of this Organization, with the exception of the chief executive, has any authority to enter into any agreement of any kind or form with you for any specified period of time or to guarantee any other terms of employment, including benefits. **No statements, written or verbal, made to you at any time prior to, or during, employment and are intended to alter your at-will status.**

When processing this application, and if applicable to the position for which you are applying, Organization may request third parties perform criminal, police, credit, or other background checks about you. Should this be necessary, you will be given separate forms to fill out authorizing any such checks and setting forth information about your rights. In addition to these background checks, Organization may directly contact post employers, supervisors, and/or any other person listed in this application regarding the statements you make during the application process and your suitability for employment. This inquiry may include information as to your general character, reputation, and work-related characteristics.

Also, note that should the Organization hire you, the Organization may use, at any time during your employment, outside agents or representatives to perform investigations surrounding any claim of wrongdoing, including, but not limited to, sexual harassment, theft, or fraud.

I certify with my signature below I have given the Organization true and complete information on this application to the best of my knowledge. I have omitted no facts called for on the application and have not made any false statements. No requested information has been concealed. I authorize the Organization to verify the accuracy of the statements and obtain reference information on my work performance. I release Organization from all liability of any kind, which, at any time, could result from obtaining and having an employment decision based on such information.

I understand that, if employed, any false statements or omissions of fact called for on this application could result in dismissal. I understand that should an employment offer be extended to me and accepted, I will at all times be an at will employee. I will fully adhere to the policies, rules, and regulations of employment. However, I further understand that neither Organization's policies, rules, regulations, nor anything said during the interview process, shall be deemed to alter the at-will nature of my employment or to constitute the terms of an implied employment contract.

Signature: _____

Date: _____

Applicant's name, printed: _____

**This application for employment expires 60 days after the date indicated next to your signature.
Consideration for employment after 60 days requires a new application.**