



Potential Employee Name: _____

Full Name: _____ Date: _____

Address: _____

Mailing Address: _____

Phone: _____ Email: _____

Date Available: _____ Social Security No: _____ Desired Salary: \$ _____

Position Applied For: _____

Hours Available to Work: _____

Days Available to Work: _____

Full Time: Yes No Part-Time: Yes No

Are you authorized to work in the U.S.? Yes No

Have you ever worked for this company? Yes No If yes, when? _____

Do you have relatives working for this company? Yes No If yes, who? _____

Have you been convicted of or plead guilty (includes deferred judgement and no contest plea) to a crime or subjected to a court martial? (Do not include crimes for which public records are sealed or have been expunged) Yes No

If Yes, identify the nature of the offense, county and state where convicted, date of conviction, and sentence or fine imposed: _____

If you are presently charged with committing a criminal offense, identify the nature of offense, county and state where charges are pending, and status of the charges: _____

Education

High School: _____ City/State: _____

Did you graduate? Yes No

College: _____ City/State: _____

From: _____ to _____ Did you graduate? Yes No Degree: _____

Other: _____ City/State: _____

From: _____ to _____ Did you graduate? Yes No Degree: _____

Employment

Company: _____ Phone: _____

Address: _____ Supervisor: _____

Job Title: _____

Responsibilities: _____

From: _____ to _____ Reason for leaving: _____

May we contact your previous supervisor for a reference? Yes No

Company: _____ Phone: _____

Address: _____ Supervisor: _____

Job Title: _____

Responsibilities: _____

From: _____ to _____ Reason for leaving: _____

May we contact your previous supervisor for a reference? Yes No

Company: _____ Phone: _____

Address: _____ Supervisor: _____

Job Title: _____

Responsibilities: _____

From: _____ to _____ Reason for leaving: _____

May we contact your previous supervisor for a reference?

Yes

No

Skills

References

Please list three professional references.

Full Name: _____ Relationship: _____

Company: _____ Phone: _____

Address: _____

Full Name: _____ Relationship: _____

Company: _____ Phone: _____

Address: _____

Full Name: _____ Relationship: _____

Company: _____ Phone: _____

Address: _____

Previous Military Service

Branch: _____ From: _____ To: _____

Rank at Discharge: _____ Type of Discharge: _____

If other than honorable, explain: _____

Certifications, Awards

Disclaimer and Signature

PLEASE READ THE FOLLOWING PARAGRAPH BEFORE SIGNING THIS APPLICATION

I certify that the following information in this application is correct to the best of my knowledge. I understand that any misrepresentation of information by statement or omission will result in disqualification or , if already hired, dismissal from employment, no matter when the misrepresentation is discovered. I authorize The Citizens State Bank of Ouray to contact my references, investigate my employment history, education, criminal record, and if applicable, driving record, and to obtain a consumer report regarding me. I agree to assist The Citizens State Bank of Ouray in obtaining background information on me by signing any authorization/release forms necessary to obtain such information. **All employment with The Citizens State Bank of Ouray is at-will, meaning that employment with The Citizens State Bank of Ouray may be terminated, with or without cause, and with or without prior notice, at any time, at the option of either me or The Citizens State Bank of Ouray.** I understand that no supervisor or manager has the authority to enter into an agreement for employment that waives The Citizens State Bank of Ouray's right to terminate employment at-will. I understand that The Citizens State Bank of Ouray has policies and procedures that I must follow, if hired. I understand that The Citizens State Bank of Ouray reserves the right to change its policies and procedures, including personnel policies and employee benefits at any time without approval by employees, and that these changes are accepted by continuing my employment with The Citizens State Bank of Ouray. If offered employment, I will consider the offer, and if I accept, I will fulfill the requirements of the job to my best ability.

Applicant Signature: _____ **Date:** _____