



# GREAT NORTHWEST FEDERAL CREDIT UNION

## Employment Application

We consider applicants for all positions without regard to race, color, religion, sex (including pregnancy), national origin, age, marital or veteran status, the presence of a non-job related medical condition or disability or genetic information or any other legally protected status.

APPLICANT INFORMATION			
Last Name	First	M.I.	Date
Street Address		Apartment/Unit #	
City	State	ZIP	
Phone: Cell:	E-mail Address		
Social Security No.			
Are you over 18 yrs. of age?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	
Are you a citizen of the United States?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	If no, are you authorized to work in the U.S.? YES <input type="checkbox"/> NO <input type="checkbox"/>
Have you ever worked for this company?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	If so, when?
Have you ever been convicted of a felony?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	If yes, explain:
<b>Applicant will not automatically be disqualified if there is a criminal record.</b>			
EMPLOYMENT SPECIFICATIONS			
Position Applied For			
Salary Desired	Date You Are Available to Work		
Do You Prefer	<input type="checkbox"/> Full Time	<input type="checkbox"/> Part Time	<input type="checkbox"/> Temporary
Have You Ever Worked For a Financial Institution?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	If yes, Name/Location
If Currently Employed, May We Contact Your Employer?	<input type="checkbox"/> Yes <input type="checkbox"/> No		
If Currently Employed, Why Do You Wish To Change Your Position?			
Have you ever applied for a bond and been declined or any bond coverage modified or revoked?	<input type="checkbox"/> Yes <input type="checkbox"/> No		
If yes explain:			

EDUCATION			
High School		Address	
From	To	Did you graduate? YES <input type="checkbox"/> NO <input type="checkbox"/>	Degree
College		Address	
From	To	Did you graduate? YES <input type="checkbox"/> NO <input type="checkbox"/>	Degree
Other		Address	
From	To	Did you graduate? YES <input type="checkbox"/> NO <input type="checkbox"/>	Degree

**PREVIOUS EMPLOYMENT**

<b>Company</b>				Phone	( )	
Address				Supervisor		
Job Title			Starting Salary	\$	Ending Salary	\$
Responsibilities						
From		To		Reason for Leaving		
May we contact your previous supervisor for a reference?				YES <input type="checkbox"/>	NO <input type="checkbox"/>	

<b>Company</b>				Phone	( )	
Address				Supervisor		
Job Title			Starting Salary	\$	Ending Salary	\$
Responsibilities						
From		To		Reason for Leaving		
May we contact your previous supervisor for a reference?				YES <input type="checkbox"/>	NO <input type="checkbox"/>	

<b>Company</b>				Phone	( )	
Address				Supervisor		
Job Title			Starting Salary	\$	Ending Salary	\$
Responsibilities						
From		To		Reason for Leaving		
May we contact your previous supervisor for a reference?				YES <input type="checkbox"/>	NO <input type="checkbox"/>	

**Skills**

	<i>Explain</i>	<i>Length of Experience</i>	<i>Proficient</i>	(Check One)	<i>Some Experience</i>
Accounting/Bookkeeping					
Supervision					
Lending					
Teller/Cashiering					
Collections					
Computer Terminal					
Ten Key					
Typing/Word Processing					
Software Proficiency					

**Additional Skills & Training**


**(Optional)** Professional job-related organizations to which you belong (exclude organizations which would divulge race, color, religion, sex, age, marital status, national origin or handicap.)

## REFERENCES

*Please list three professional references other than relatives or former employers.*

<b>Full Name</b>	Relationship
Company	Phone (     )
Address	
<b>Full Name</b>	Relationship
Company	Phone (     )
Address	
<b>Full Name</b>	Relationship
Company	Phone (     )
Address	

## NOTICE TO APPLICANTS AND EMPLOYEES:

Screening tests for illegal drug use may be required before hiring and during your employment here if hired.

## DISCLAIMER AND SIGNATURE

I certify that my answers are true and complete to the best of my knowledge.

I authorize investigation of all statements contained in this application for employment. I understand that a background search, a credit check and a drug test may be conducted. I hereby authorize my former employers to release information pertaining to my work record, my work habits, and my work performance while in their employ. I hereby authorize the individuals listed as references to release any personal information that may pertain to my work habits or work performance. I understand that misrepresentation or omission of facts called for hereon will be sufficient cause for cancellation of consideration for employment, dismissal from Great NorthWest Federal Credit Union's service if I have been employed. I understand that if I am employed, a certified birth certificate or other evidence of birthplace and citizenship may be required. I understand that the Credit Union offers no employment contracts nor guarantees of minimum length of employment and that my employment and compensation can be terminated with or without cause, and with or without notice at any time, at the option of either the Credit Union or myself.

I understand and agree that any employee handbook which I may receive will not constitute an employment contract, but will be merely a gratuitous statement of Great NorthWest Federal Credit Union's current policies.

Signature		Date	
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**An Equal Opportunity Employer**

## Great NorthWest Federal Credit Union

Aberdeen Branch/Administration  
301 W. Wishkah St.  
Aberdeen, WA 98520

Raymond Branch  
327 E. Commercial St.  
PO Box 7  
Raymond, WA 98577

Long Beach Branch  
705 S. Pacific Hwy  
PO Box 993  
Long Beach, WA 98631

Ocean Park Branch  
1409 251<sup>st</sup> Pl.  
PO Box 1269  
Ocean Park, WA 98640

**(360)533-9990**  
**(800)533-8396**

**Eff. 2/1/2010**