



**ADVANTAGE PLUS FEDERAL CREDIT UNION**

**JOB APPLICATION**

PO Box 4610  
 2133 E Center Street  
 Pocatello, Idaho 83205-4610  
 (208) 232-7711 \* FAX (208) 232-1911

Date \_\_\_\_\_

We request the following information to help us make the best possible placement. You should complete all portions of this application that pertain to you. We appreciate the time you spend in completing this form.

If offered employment and accepted, you are required by law to show you are 18 years of age or over.

Name \_\_\_\_\_ Social Security # \_\_\_\_\_  
 LAST FIRST MI

Home Telephone No. \_\_\_\_\_ Alternate Phone No. \_\_\_\_\_

Address \_\_\_\_\_  
 STREET CITY STATE ZIP

By what name(s), other than the one shown on this application, would past employers or schools know you?

Position for which you are applying \_\_\_\_\_ Salary Desired \_\_\_\_\_

Date available \_\_\_\_\_ How did you hear of opening? \_\_\_\_\_

**EDUCATION - MILITARY TRAINING**

	NAME	CITY/ST	MAJOR	CIRCLE YR				DID YOU		DEGREE
				COMPLETED	1	2	3	4	GRADUATE	
High School				1	2	3	4	<input type="checkbox"/>	Yes <input type="checkbox"/>	No
Business/Trade School				1	2	3	4	<input type="checkbox"/>	Yes <input type="checkbox"/>	No
College				1	2	3	4	<input type="checkbox"/>	Yes <input type="checkbox"/>	No
Graduate Studies				1	2	3	4	<input type="checkbox"/>	Yes <input type="checkbox"/>	No
Other (Specify)				1	2	3	4	<input type="checkbox"/>	Yes <input type="checkbox"/>	No

Other skills or experience that would specifically qualify you for this position. List any relevant certificates, licenses, memberships in professional organizations, etc.

Can you perform the essential functions of the job for which you are applying, with or without reasonable accommodation?

---

Can you travel if the job requires it?  Yes  No

Have you ever been convicted of a crime?  Yes\*  No \*If yes, please explain:

---

**\*A CONVICTION WILL NOT NECESSARILY BE A BAR TO EMPLOYMENT AND WILL BE CONSIDERED ONLY AS IT RELATES TO THE POSITION APPLIED FOR.**

Have you ever committed a crime?  Yes\*  No \*If yes, please explain:

---

**LIST COMPUTER PROGRAMS YOU ARE PROFICIENT IN:**

---

---

**REFERENCES:**

List name, address, and phone number of two professional references. (List persons other than former supervisors or relatives.)

---

---

---

---

---

---

---

---

---

---

Phone no. \_\_\_\_\_/\_\_\_\_\_

Phone no. \_\_\_\_\_/\_\_\_\_\_

**EMPLOYMENT HISTORY - BEGINNING WITH THE MOST RECENT, COMPLETE THE INFORMATION REQUESTED BELOW FOR ALL EMPLOYERS FOR THE PAST 10 YEARS. IF NECESSARY, PLEASE USE ADDITIONAL PAPER.**

**COMPLETE ALL ITEMS AND BE SPECIFIC.**

**ATTACHING A COPY OF YOUR RESUME IS NOT SUFFICIENT - THIS SECTION MUST BE FILLED OUT COMPLETELY IN ORDER TO BE CONSIDERED FOR EMPLOYMENT.**

<b>1. COMPANY</b>	ADDRESS	TELEPHONE
DATES EMPLOYED FROM:                      TO	SALARY STARTING                      LEAVING	NAME OF SUPERVISOR
YOUR TITLE	YOUR DUTIES	
REASON FOR LEAVING		

<b>2. COMPANY</b>	ADDRESS	TELEPHONE
DATES EMPLOYED FROM:                      TO	SALARY STARTING                      LEAVING	NAME OF SUPERVISOR
YOUR TITLE	YOUR DUTIES	
REASON FOR LEAVING		

<b>3. COMPANY</b>	ADDRESS	TELEPHONE
DATES EMPLOYED FROM:                      TO	SALARY STARTING                      LEAVING	NAME OF SUPERVISOR
YOUR TITLE	YOUR DUTIES	
REASON FOR LEAVING		

<b>4. COMPANY</b>	ADDRESS	TELEPHONE
DATES EMPLOYED FROM:                      TO	SALARY STARTING                      LEAVING	NAME OF SUPERVISOR
YOUR TITLE	YOUR DUTIES	
REASON FOR LEAVING		

**PLEASE EXPLAIN YOUR INTEREST IN THIS PARTICULAR POSITION AND WHAT SKILLS AND ABILITIES YOU**

**BRING TO YOUR WORK. DESCRIBE HOW YOUR BACKGROUND AND EXPERIENCE WOULD BE COMPATIBLE WITH THE POSITION AS YOU UNDERSTAND IT.**

---

**PLEASE READ CAREFULLY BEFORE SIGNING. YOUR SIGNATURE IS REQUIRED IN ORDER TO BE CONSIDERED FOR EMPLOYMENT WITH ADVANTAGE PLUS FEDERAL CREDIT UNION.**

I understand that all qualified applicants will receive consideration for employment without regard to sex, race, color, national origin or ancestry, age, disability, marital status, source of income, class, etc. as prohibited by Federal or State Laws.

No information on this application will be used for the purpose of discrimination.

I understand that receipt of this application by Advantage Plus Federal Credit Union does not guarantee a job interview or offer of employment.

I understand that Advantage Plus Federal Credit Union will conduct a thorough and complete background investigation into my application for employment with the Company. I authorize all schools which I attended and all of my previous employers to furnish Advantage Plus Federal Credit Union my records, reason for leaving, and all information they may have concerning me and I hereby release them and their employees and Advantage Plus Federal Credit Union and its employees from all liability for any damage whatsoever arising therefrom. I also authorize investigation of all statements in this application.

I understand and agree that, should I be employed at Advantage Plus Federal Credit Union, the employment relationship I have with the Company will be on an AT-WILL basis. Upon hire, I will be required to sign a statement acknowledging my at-will employment. This means that I am free to terminate my employment with the Company at any time with or without cause or notice and that Advantage Plus Federal Credit Union is similarly entitled to terminate my employment with or without cause or notice. Further, I acknowledge that the procedures, policies and practices of the Company, its employee handbook, and the conditions of my employment may be changed at any time by the Company in its sole discretion and do not and will not constitute employment contract or imply any contractual obligations.

I understand that any offer of employment with Advantage Plus Federal Credit Union is contingent upon my ability to submit for review and copying, documents indicating my legal authorization to work in the United States and that I will be asked to sign an INS Form I-9 under penalty of perjury. This procedure is in compliance with the Immigration Reform and Control Act of 1986, which applies to all persons hired by any U.S. employer after November 6, 1986.

I certify that all my statements and answers in this application are true and complete and made without any reservation or evasions. I understand that any untrue or incomplete statements or omissions of requested information in this application may result in disqualification from further consideration or in my later discharge if I become employed by Advantage Plus Federal Credit Union.

---

APPLICANT'S SIGNATURE

---

DATES SIGNED