



Pacific NW Federal Credit Union is an equal opportunity employer. All applicants will be considered regardless of race, color, religion, sex, national origin, age, marital, or veteran status; medical condition, 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 a representative of the Credit Union Human Resource department.

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.

Name _____
Last First Middle

Address _____
Street Apt. # City State Zip Code

Telephone () _____ Alternate Telephone () _____

Position(s) applied for: _____

Have you filed an application here before? Yes No If yes, give date: _____

Have you been employed here before? Yes No If yes, give date: _____

Are you employed now? Yes No On what date would be available for work? _____

Are you available to work Full time Part time Shift work Temporary

Are you fluent in any foreign language (if applicable)? List: _____

Are you over age 18? Yes No Are you eligible to work in the U.S.? Yes No

Have you been convicted of a felony or misdemeanor other than moving traffic violations, or been required to participate in a pre-trial diversion?
 Yes No

If yes, please complete the following (*a conviction record will not necessarily be a bar to employment*):

Conviction: _____ Location _____ Date _____

Result or outcome: _____

OUR Credit Union IS AN EQUAL OPPORTUNITY EMPLOYER

E D U C A T I O N

	High School	College/University	Graduate/Professional
School Name			
Diploma/Degree			
Honors Received			
Describe Course of Study			

E M P L O Y M E N T E X P E R I E N C E

List all of your work experience including military and voluntary service assignments. **Start with your present or last job.** Attach an additional sheet if necessary.

Employer _____ Telephone _____

Address: _____

Job Title: _____ Supervisor: _____

Dates Employed: *From* _____ *To* _____

Salary: *Starting* _____ *Final* _____

Reason for leaving: _____

Work Performed: _____

Employer _____ Telephone _____

Address: _____

Job Title: _____ Supervisor: _____

Dates Employed: *From* _____ *To* _____

Salary: *Starting* _____ *Final* _____

Reason for leaving: _____

Work Performed: _____

Employer _____ Telephone _____

Address: _____

Job Title: _____ Supervisor: _____

Dates Employed: From _____ To _____

Salary: Starting _____ Final _____

Reason for leaving: _____

Work Performed: _____

Employer _____ Telephone _____

Address: _____

Job Title: _____ Supervisor: _____

Dates Employed: From _____ To _____

Salary: Starting _____ Final _____

Reason for leaving: _____

Work Performed: _____

Please summarize your job-related skills or specialized training: _____

REFERENCES

Give the name and telephone number of three (3) business/work references who are not related to you. List at least one of your previous supervisors.

Name _____ *Occupation* _____ *Home Phone* _____ *Daytime Phone* _____

Name _____ *Occupation* _____ *Home Phone* _____ *Daytime Phone* _____

Name _____ *Occupation* _____ *Home Phone* _____ *Daytime Phone* _____

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

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

List any additional information you would like us to consider.

ACKNOWLEDGEMENT

I understand that no employment offer is being made by the Credit Union 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 the interview process is grounds for disqualification from further consideration for employment or for termination of employment if employed.

I authorize the Credit Union to contact any company, institution, or individual it deems appropriate to investigate my employment history, character, qualifications, credit history, driving record, and other relevant information, 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 the Credit Union.

A Credit Union-paid drug test and/or physical examination may be required. I understand that any offer of employment may be withdrawn if I test positive for drugs and/or if condition is discovered for which no reasonable accommodation can be made.

I understand that this application is current for only 60 days. At the conclusion of this time, if I have not heard from the 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 the Credit Union is "at-will" and may be terminated by myself or by the Credit Union at any time for any reason, with or without cause or notice. I understand that no representative of the Credit Union has the authority to make any assurance to the contrary.

Signature

Date

Rev. 11/08

**Pacific
NW
Federal Credit Union**
VOLUNTARY SURVEY

The Credit Union is required by law to maintain an Affirmative Action Program and collect information regarding the race, sex, national origin, disability, or veteran status of applicants. To assist us in our governmental recordkeeping requirements, we would appreciate your completion of this date form. **Your cooperation is voluntary. The information supplied will be kept confidential.** If you choose to volunteer the requested information, the data will be physically separated from the remainder of the job application before the application is considered for possible employment. The information will be kept in a confidential file separate from your application for employment.

Name (optional)

Date

Position applied for: _____

CHECK ONE:

Male Female

CHECK ONE:

White Asian Two or More Races
 Black Native Hawaiian/Pacific Islander
 Hispanic American Indian/Alaskan Native

REFERRAL SOURCE:

Friend Walk-In Other _____
 Relative Online (website) _____
 Employment Agency Newspaper (name) _____