

Velocity Community Federal Credit Union

Application for Employment

An Equal Opportunity Employer

Do not include information that is contrary to the laws of your state or community.

Please answer completely and accurately. A resume may be attached in addition, but not in place of this application.

Last Name	First	Middle	Date of Application
Home Address (street, city, state, zip)			
Email Address			Phone

Did you graduate from High School? Yes ☐ No ☐ **If No, have you passed the GED?** Yes ☐ No ☐

Please give the Name and Location of each Educational Institution	Number of Years Completed	Did you Graduate? Y or No	Major/ Degree
High School, Technical or Trade School			
College or Other Specialized Training			
Military Courses			

Tech or Computer Certifications Received:

Please check the following areas in which you have passed a course or have experience:

Excel <input type="checkbox"/>	PowerPoint <input type="checkbox"/>	Teller <input type="checkbox"/>	Mortgages <input type="checkbox"/>
Word <input type="checkbox"/>	Cashier <input type="checkbox"/>	Bookkeeping <input type="checkbox"/>	Payroll <input type="checkbox"/>
Access <input type="checkbox"/>	Retail <input type="checkbox"/>	Loans <input type="checkbox"/>	

Do you speak a second language? If yes, which one(s) _____

10 Year Employment History (List current first and indicate all periods of unemployment)			Dates Employed (mm/yy)			
Employer Name	City/State/Phone	Work Performed	From	To	Pay Rate	Reason for Leaving

Position Preference? _____

Desired Pay Rate? \$ _____ hr

Employment Preference? Full Time ☐ Part Time ☐

May we contact your present employer? YES ☐ NO ☐

Date Available to Start? _____

Please list references below or you may provide them on a separate sheet:

Name	Phone	Relationship	Address
Name	Phone	Relationship	Address

Velocity Community Federal Credit Union
Application for Employment

An Equal Opportunity Employer

Do not include information
that is contrary to the laws
of your state or community.

What prompted you to make this application?

☐ Newspaper Ad ☐ CU Homepage ☐ Employee Referral _____
☐ Friend ☐ Online Ad ☐ Other _____

Are you under the age of 18? Yes ☐ No ☐

Are you legally eligible to be employed in the United States? Yes ☐ No ☐

Proof of lawful work status is required if a job offer is made.

Have you ever had bond coverage denied or cancelled? Yes ☐ No ☐

If yes, please explain: _____

Have you ever been convicted, pled nolo contendere, had adjudication withheld or been placed on probation for
a criminal offense, specifically involving dishonesty or breach of trust? Yes ☐ No ☐

If yes, please explain: _____

(A conviction or Bond Denial/Cancellation will not necessarily bar you from employment)

Do any relatives now work at Velocity Community Federal Credit Union? Yes ☐ No ☐

If yes, please give their name(s) and relationship: _____

Please read the following statement:

I hereby certify that the answers and statements given by me in this application are correct without consequential omissions of any kind. I understand and agree that a false statement or omission constitutes sufficient cause for the withdrawal of any employment offer or my dismissal from any employment resulting from this application.

I understand my employment is conditional upon my (1) successful clearance of a background check (including criminal history and credit check); (2) bondability, as determined by the Company's insurance carrier; and (3) proof of eligibility to work in the United States. I also certify that I am not a member of any organization which advocates the overthrow of the government by force or violence.

I authorize all persons and companies named above, unless otherwise noted, to furnish any information regarding me, and hereby release them from all liability for damage associated with providing this information.

I understand that if employed, Velocity Community Federal Credit Union will maintain a personnel file and that the first ninety days of employment will be a probationary period.

Your signature indicates that you have read and agree with the above statement.

Applicant's Signature: _____ Date: _____

For Office Use Only:

Information for Security Clearance and Credit Check:

Hire Date: _____

Starting Pay: _____
