



**USB**  
UNITED SOUTHERN BANK

## ***Application for Employment***

**(Answer all questions - please print)**

United Southern Bank is an Equal Employment Opportunity employer. We conduct all employment-related activities without regard to race, color, religion, gender, gender identity, marital status, age, disability, veteran status, sexual orientation, national origin, creed, or other classification protected by applicable State or Federal employment discrimination laws. United Southern Bank welcomes diversity in the workplace.

Date of Application \_\_\_\_\_

Position(s) applied for \_\_\_\_\_

Salary expected \_\_\_\_\_

Name \_\_\_\_\_  
Last First Middle

Address \_\_\_\_\_  
Street or Route/Box City State Zip

Phone \_\_\_\_\_ Email \_\_\_\_\_

List other names you may be known by to schools/references \_\_\_\_\_

Have you filed an application or been employed here before?  Yes  No

How did you hear about us? \_\_\_\_\_

Type of Employment desired  Full Time  Part Time Date Available \_\_\_\_\_

List any friends or relatives employed by United Southern Bank \_\_\_\_\_

Are you 18 years of age or older?       Yes     No

Legally authorized to work in U.S.       Yes     No

Have you been convicted of a felony?     Yes     No

If yes, describe in full, including date(s) \_\_\_\_\_

Driver license number \_\_\_\_\_

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Can you travel if a job requires it?       Yes     No

Have you ever been bonded?       Yes     No

If yes, for which position(s) \_\_\_\_\_

Have you ever been disciplined or fired?    Why? \_\_\_\_\_

**Why would you like to join the United Southern Bank Team?**

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# EMPLOYMENT EXPERIENCE

List each job held within the last ten years. Start with your current or last job. Include military service assignments.

Employer	DATES		Work Performed
	FROM	TO	
Address			
Job Title	HRLY RATE / SALARY		
Supervisor	STARTING	FINAL	
Reason for Leaving			

Employer	DATES		Work Performed
	FROM	TO	
Address			
Job Title	HRLY RATE / SALARY		
Supervisor	STARTING	FINAL	
Reason for Leaving			

Employer	DATES		Work Performed
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Employer	DATES		Work Performed
	FROM	TO	
Address			
Job Title	HRLY RATE / SALARY		
Supervisor	STARTING	FINAL	
Reason for Leaving			

## EDUCATION

HIGH SCHOOL	COLLEGE (UNDERGRADUATE)	COLLEGE (GRADUATE)	TECHNICAL/ VOCATIONAL
Name & Address	Name & Address	Name & Address	Name & Address
Dates Attended	Dates Attended	Dates Attended	Dates Attended
Graduate  <input type="checkbox"/> Yes  <input type="checkbox"/> No	Graduate  <input type="checkbox"/> Yes  <input type="checkbox"/> No	Graduate  <input type="checkbox"/> Yes  <input type="checkbox"/> No	Graduate  <input type="checkbox"/> Yes  <input type="checkbox"/> No
Course of Study	Course of Study	Course of Study	Course of Study
Degree	Degree	Degree	Degree

## REFERENCES

Please list three people as references that are unrelated.

Name \_\_\_\_\_  
Last First Middle

Relationship \_\_\_\_\_ Yrs. Known \_\_\_\_\_

Phone \_\_\_\_\_ Company/ Title \_\_\_\_\_

Name \_\_\_\_\_  
Last First Middle

Relationship \_\_\_\_\_ Yrs. Known \_\_\_\_\_

Phone \_\_\_\_\_ Company/ Title \_\_\_\_\_

Name \_\_\_\_\_  
Last First Middle

Relationship \_\_\_\_\_ Yrs. Known \_\_\_\_\_

Phone \_\_\_\_\_ Company/ Title \_\_\_\_\_

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Title

# AGREEMENT

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

I authorize you to make such investigations and inquiries of my personal employment, financial history, criminal history and other related matters as may be necessary in arriving at an employment decision, including, but not limited to, obtaining a Pre-Employment Evaluation Report from credit agencies or bureaus of the company's choice. I hereby release employers, schools, government agencies or persons from all liability in responding to inquiries in connection with my application.

I understand that, if I choose to make United Southern Bank aware of a disability protected by federal or state legislation or regulation, I will be consulted regarding reasonable accommodations.

I understand that if I accept employment at United Southern Bank, I will be considered an "At-Will" employee, which means I can terminate employment at any time and my employment can be terminated at any time, with or without cause, and that there is no contract, express or implied, for continued employment.

I understand that United Southern Bank is a drug-free workplace and that I will be required to complete and pass a drug screen before I receive a job offer.

In the event of employment, I understand that false or misleading information given in my application or interview(s) will result in immediate discharge. I understand, also, that I am required to abide by all rules and regulations of the company. In addition, I understand that upon employment, I will undergo a 90-day probationary employment period.

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Print Name

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Signature of Applicant

Date

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Social Security Number

If offered a position of employment, I am willing to submit to pre-employment and possible periodic polygraph, PEER and substance abuse examinations.

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Signature of Applicant

Date



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## Equal Employment Opportunity Information

### Self-Identification

United Southern Bank is considered a federal contractor or subcontractor in terms of doing business with the US government and other prime contractors. We are required to gather and maintain certain information on individuals who reside in the US who apply for employment with us. (Those who don't reside in the United States may disregard this document.) To assist us in maintaining accurate employments records and comply with federal government reporting requirements, your assistance is requested. The information you provide (below) is considered entirely voluntary and confidential, and will be used only for data reporting requirements. If you choose not to self-identify, your employment status will not be affected in any way.

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#### Please check the categories, which apply to you:

Gender (Sex) Information:       Male     Female

#### Race/Ethnic Group Information:

- Black** (African American) not of Hispanic Origin: all persons having origins in any of the Black racial groups of Africa.
- Asian or Pacific islander:** All persons having origins in any of the original peoples of the far east, southeast Asia, the Indian subcontinent, or the Pacific Islands. This area includes, for example, China, Japan, Korea, the Philippine islands, Samoa, and India.
- American Indian or Alaskan Native:** All persons having origins in any of the original peoples of North America and who maintain cultural identification through tribal affiliation or community recognition.
- Hispanic:** All persons of Mexican, Puerto Rican, Cuban, Central or South American, or other Spanish culture or origin, regardless of race.
- White:** Not of Hispanic Origin: All persons having origins in any of the original peoples of Europe, North Africa or the Middle East.

#### Vietnam Veteran Information

- Vietnam Era Veteran:** Persons serving more than 180 days of active military, navy, or air service, regardless of where the person was posted geographically, any part of which was during the period of August 5, 1964, through May 7, 1975, and who was discharged or released with other than a dishonorable discharge, or was discharged or released from active duty because of a service-connected disability, if any part between August 5, 1964, and May 7, 1975; A person who served more than 180 days of active military, navy, or air service, within the Republic of Vietnam, any part of which was during the period of February 28, 1961, through May 7, 1975, and who was discharged or released with other than a dishonorable, if any part was between February 28, 1961, and May 7, 1975.

Printed Name: \_\_\_\_\_ Date: \_\_\_\_\_

Signature: \_\_\_\_\_