



## Application for Employment

---

*In compliance with Federal and Oklahoma equal employment opportunity laws, qualified applicants are considered for all positions applied for without regard to race, color, religion, sex, national origin, age, marital or veteran status, or protection under the Americans with Disabilities Act.*

### A NEW APPLICATION WILL BE REQUIRED TO BE CONSIDERED FOR OPPORTUNITIES ARISING AFTER 90 DAYS

Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

Name of Applicant: \_\_\_\_\_

Position Applied For: \_\_\_\_\_

*(Please be specific. "anything" or "whatever is available" will not be considered.)*

---

### Applicant's Statement

Please read before signing

I certify that answers in this application 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 (including my investigative credit report) and other related matters as you may deem appropriate in arriving at a decision on my application. I expressly authorize you to make inquiry respecting my record with Federal and State Financial regulators. I hereby release employers, schools, law enforcement and governmental authorities, and all other persons from all liability in responding to inquiries in connection with my application. I understand that no injury into my medical, health or workers' compensation record has been or will be made prior to offering employment.

If you employ me, I understand that false, incomplete or misleading information given in my application or interview(s) may result in discharge. I also agree to conform to the policies, guidelines, code of ethics, rules and regulations of Advantage Bank including those barring illegal drug usage. I understand and agree that my employment would be "at will" and that my employment and compensation could be terminated, with or without notice, at any time, at the option of either you or me.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

---

### AN EQUAL OPPORTUNITY EMPLOYER

Referral Source:

Advertisement

Employment Agency

Friend

Facebook

Relative

Other: \_\_\_\_\_

Walk-In



Do you have written or verbal skills in any language other than English? Yes No

Please list language(s):

Written Verbal \_\_\_\_\_ proficiency level \_\_\_\_\_  
 Written Verbal \_\_\_\_\_ proficiency level \_\_\_\_\_  
 Written Verbal \_\_\_\_\_ proficiency level \_\_\_\_\_

## Education

	High School				Trade or Business School				College/University				Graduate/Professional			
School Name																
Years Completed ( <i>Circle</i> )	9	10	11	12	1	2	3	4	1	2	3	4	1	2	3	4
Diploma/Degree																
Course of Study																
Specialized Training, Apprenticeship, skills,																

## Helpful Banking Skills

The following are certain skills which are widely used in various areas of the bank. Not all are necessarily essential job skills. Check the items at which you are proficient or give length of experience in terms of months. If you have training in a skill but no experience, write the word "Training" after the skill.

Indicate level of proficiency for each item: (0 = none, 1 = low, 5 = high)

Calculator                      Copier                      Fax                      Computer (*windows*)  
 ATM (*servicing and balancing*)      Cash Handling      Core Processors      Office Suite (*word, excel, etc.*)  
 Other: \_\_\_\_\_

## Employment Experience

List each position held. Start with your present status. Include multiple jobs held at the same time. Include activity duty military service assignments. Include any period of unemployment. There must be no gaps in this chronology. Additional page(s) may be added.

Employer or Status: \_\_\_\_\_ Phone: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 Position: \_\_\_\_\_ Final Wages: \_\_\_\_\_  
 Duties: \_\_\_\_\_

Employer or Status: \_\_\_\_\_ Phone: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 Position: \_\_\_\_\_ Final Wages: \_\_\_\_\_  
 Duties: \_\_\_\_\_

Employer or Status: \_\_\_\_\_ Phone: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 Position: \_\_\_\_\_ Final Wages: \_\_\_\_\_  
 Duties: \_\_\_\_\_

Employer or Status: \_\_\_\_\_ Phone: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 Position: \_\_\_\_\_ Final Wages: \_\_\_\_\_  
 Duties: \_\_\_\_\_  
 \_\_\_\_\_

Employer or Status: \_\_\_\_\_ Phone: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 Position: \_\_\_\_\_ Final Wages: \_\_\_\_\_  
 Duties: \_\_\_\_\_  
 \_\_\_\_\_

## References

Personal/Professional References		Do not include family members or past supervisors	
Name	Phone Number	Best time to call	Occupation

You may attach a resume as a supplement to this application.