



Application for Employment

TheEDGE BANK, 10 Terra Verde, Edwardsville, IL 62025

Equal access to programs, services and employment is available to all persons. Those applicants requiring accommodation to the application and/or interview process should contact a representative of the Personnel Department.

PLEASE PRINT

Position(s) applied for _____ Date of application ____/____/____
Referral Source Advertisement Employee Relative Government Employment Agency
 Walk-in Private Employment Agency Other _____
Name of Source (if applicable) _____

Name _____
Last First Middle

Address _____
Street City State ZIP Code

Telephone Number _____ Social Security Number _____

If necessary, best time to call you at home is AM/PM

May we contact you at work? Yes No

If yes, work number and best time to call AM/PM

If you are under 18, can you furnish a work permit? Yes No

Have you filed an application here before? Yes No

If yes, give date / /

Have you ever been employed here before? Yes No

If yes, give dates From ____/____/____ To ____/____/____

Are you legally eligible for employment in this country? Yes No

(Proof of U.S. Citizenship or immigration status will be required upon employment.)

Date available for work / /

Type of Employment desired? Full-time Part-time Temporary Seasonal Education Co-Op

Are you on lay-off and subject to recall? Yes No

Will you relocate if job requires it? Yes No Will you travel if job requires it? Yes No

Are you able to meet the attendance requirements of the position? Yes No

Will you work overtime if required? Yes No

Have you ever been bonded? Yes No

Have you ever been convicted of a felony in the last seven (7) years? Yes No

(Such conviction may be relevant if job related, but does not bar you from employment?)

If yes, please explain _____

Driver's License number (if job related) _____ State _____

AN EQUAL OPPORTUNITY EMPLOYER

Employment History

List your last four (4) employers, assignments or volunteer activities, starting with the most recent, including military experience. Explain and gaps in employment in the comment section below.

Employer Telephone ()	Dates Employed		Summarize the nature of the work performed and job responsibilities:
	To	From	
Address			
Job Title	Hourly Rate/Salary		
	Starting		
Immediate Supervisor and Title	\$	Per	
Reason for Leaving	Hourly Rate/Salary		
	Final		
May we contact for reference?	\$	Per	

Employer Telephone ()	Dates Employed		Summarize the nature of the work performed and job responsibilities:
	To	From	
Address			
Job Title	Hourly Rate/Salary		
	Starting		
Immediate Supervisor and Title	\$	Per	
Reason for Leaving	Hourly Rate/Salary		
	Final		
May we contact for reference?	\$	Per	

Employer Telephone ()	Dates Employed		Summarize the nature of the work performed and job responsibilities:
	To	From	
Address			
Job Title	Hourly Rate/Salary		
	Starting		
Immediate Supervisor and Title	\$	Per	
Reason for Leaving	Hourly Rate/Salary		
	Final		
May we contact for reference?	\$	Per	

Employer Telephone ()	Dates Employed		Summarize the nature of the work performed and job responsibilities:
	To	From	
Address			
Job Title	Hourly Rate/Salary		
	Starting		
Immediate Supervisor and Title	\$	Per	
Reason for Leaving	Hourly Rate/Salary		
	Final		
May we contact for reference?	\$	Per	

Comments (including explanation of any gaps in employment): _____

Skills and Qualifications – Summarize any special training, skills, licenses, certificates and or characteristics of yourself that may qualify you as being able to perform job-related functions for the position which you are applying: _____

Educational Background (if job related)

List your last three (3) schools attended, starting with most recent. List number of years completed. Indicate degree or diploma earned, if any as well as, grade point average or class rank and major or minor field of Study (if applicable).

School	Years Completed	Degree Diploma	GPA / Class Rank	Major	Minor

List any foreign language(s) you know and check the boxes that describe your skill level.

Language	Speak Some	Speak Fluently	Read	Write

References

List name and telephone number of three business/work references that are not related to you and are not previous supervisors. If not applicable, list three school or personal references that are not related to you.

Name	Telephone	Years Known
	Area Code ()	
	Area Code ()	
	Area Code ()	

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

Organization	Offices Held

List any of your special accomplishments, publications, and/or awards. (Exclude memberships which would reveal sex, race, religion, national origin, age, color, disability, or other protected status.) _____

List any additional information you would like us to consider. _____

It is understood and agreed upon that any misrepresentation by me on this application will be sufficient cause for cancellation of this application and/or separation from Premier Bank's service if I have been employed.

I give Premier Bank the right to investigate all references and to secure additional information about me, if job-related. I hereby release Premier Bank and its representative from liability for seeking such information and all other persons, corporations or organizations for furnishing such information.

Premier Bank is an Equal Opportunity Employer. Premier Bank does not discriminate in employment and no questions on this application is used for the purpose of limiting or excusing any applicant's consideration for employment on a basis prohibited by local, state, or federal law.

This application is current for only 60 days. At the conclusion of this time, if I have not heard from Premier Bank and still wish to be considered for employment, it will be necessary to fill out a new application.

I understand that just as I am free to resign at any time, Premier Bank reserves the right to terminate my employment at any time, with or without cause and without prior notice. I understand that no representative of Premier Bank has the authority to make any assurance to the contrary.

I understand it is Premier Bank's policy not to refuse to hire a qualified individual with a disability because of this person's need for an accommodation that would be required by the ADA.

I authorize Premier Bank to obtain a credit report on myself through the credit reporting agency of their choice. If employed, I further authorize Premier Bank to check my credit record, as needed on a continuing basis as it relates to my employment.

I authorize Premier Bank to also obtain a criminal background check on myself through the Illinois State Police, or any other agency of their choice.

I authorize Premier Bank to also obtain a Drug Test on myself through any agency of their choice.

If an adverse employment decision is made due to totally or partially to the information on the credit report and/or criminal background check, Premier Bank will review with me the credit report and/or criminal background check. A summary of your rights under the Fair Credit Reporting Act and the source of the credit report will be given so that I may contact them if I wish.

Signature of Applicant _____ Date ____/____/____