Alliance Bank

EMPLOYMENT APPLICATION

It is the policy of Alliance Bank to provide equal employment opportunity to all applicants and employees in harassment-free work environment without regard to race, religion, color, national origin, gender, age, disability, sexual orientation, alien status, veteran status or other status protected by law. Alliance Bank is an Equal Opportunity Employer.

Last Name _____ First Name _____ M.I. _____

Address _____

Telephone#( ): _____ Mobile/Other Phone #( ): _____

Email Address: _____ Position(s) Applied For: _____

Date of application: _____ Office Location Desired: _____

What is your desired salary range or hourly rate of pay? : _____

Are you 18 years or older? ☐ Yes ☐ No

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

Have you ever filed an application with us before? ☐ Yes ☐ No If yes, give date _____

Have you ever been employed here before? ☐ Yes ☐ No
If yes, give dates: From _____ To _____ and location _____

Does your present employer know of your plans to change employment? ☐ Yes ☐ No ☐ N/A - Not currently employed

Why do you desire to make such a change?
_____

On what date would you be available for work?
_____

Are you available for work: ☐ full time ☐ part time ☐ temporary

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Have you ever been bonded in a prior employment? ☐ Yes ☐ No

Has a previous bond coverage ever been modified or revoked? Or has a bond application been denied? ☐ Yes ☐ No

Have you ever pleaded "guilty" or "no contest" to, or been convicted of a crime? ☐ Yes ☐ No

If yes, please provide date(s) and details:

_____

Answering "yes" to the above question does not constitute an automatic bar to employment. Factors such as date of the offense, seriousness and nature of the violation, rehabilitation and position applied for will be taken into account.

Are you related to an employee of this company? ☐ Yes ☐ No

If yes, who/how:

_____

Can you perform the duties of the job for which you are applying, with or without reasonable accommodation? ☐ Yes ☐ No

This question is not designed to elicit information about an applicant's disability. Please do not provide information about the existence of a disability, particular accommodation, or whether accommodation is necessary. These issues may be addressed at a later date to the extent permitted by law.

EDUCATION:

Schooling	Years Completed	Degree Rec'd & Major	Name & Location of School	Did you Graduate?
Grammar or High School				
Trade/ Business/ Corresp.				
College				
Graduate School				

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REFERENCES:

List names and telephone numbers of three business/work references who are not related to you and whom you have known for at least one year:

Name	Employment	Address	Telephone No.
1. _____	_____	_____	_____
2. _____	_____	_____	_____
3. _____	_____	_____	_____

EMPLOYMENT EXPERIENCE:

Employer: _____

Address: _____ Supervisor: _____

Phone: _____ Reason for Leaving: _____

Job Title: _____ Hours Worked/Week: _____

Employment Dates: From_____ To_____ Hourly Rate/Salary: Start_____ End_____

Work Performed: _____

My initials, _____, indicate my willingness for you to talk with this employer.

▪ ▪ ▪ ▪ ▪ ▪ ▪

Employer: _____

Address: _____ Supervisor: _____

Phone: _____ Reason for Leaving: _____

Job Title: _____ Hours Worked/Week: _____

Employment Dates: From_____ To_____ Hourly Rate/Salary: Start_____ End_____

Work Performed: _____

My initials, _____, indicate my willingness for you to talk with this employer.

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Employer: _____

Address: _____ Supervisor: _____

Phone: _____ Reason for Leaving: _____

Job Title: _____ Hours Worked/Week: _____

Employment Dates: From_____ To_____ Hourly Rate/Salary: Start_____ End_____

Work Performed: _____

My initials, _____, indicate my willingness for you to talk with this employer.

If you need additional space, please continue on a separate sheet of paper.

(Note: You may exclude any information that would reveal race, color, religion, sex, national origin, age, or disability.)

Provide any further information that does not appear elsewhere in this application that you think would be helpful to us in considering you for employment, such as special skills, experience, education, training, research, accomplishments, articles published, or other activities.

_____

_____

_____

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APPLICANT'S AGREEMENT

I UNDERSTAND AND AGREE THAT:

- If I misrepresent or deliberately leave out a fact in my application, I may be refused employment or, if employed, I may be terminated.
- Alliance Bank may verify all of the information provided by me, including but not limited to, education and employment.
- Alliance Bank is hereby authorized to make any investigation of my personal history through any investigative bureaus of their choice.
- Alliance Bank is authorized to conduct any pre-employment test and examinations.
- I hereby understand and acknowledge that, unless otherwise defined by applicable law, any employment relationship with this organization is of an "at will" nature, which means that the Employee may resign at any time and the Employer may discharge Employee at any time with or without cause. It is further understood that this "at will employment relationship may not be changed by any written document or by conduct unless such change is specifically acknowledged in writing by an authorized executive of this organization.
- If employed, I understand that my employment is for no definite period of time, and if terminated, Alliance Bank is liable only for wages or salary earned as of the date of termination.
- I understand, also, that I am required to abide by all rules and regulations of the employer

_____ _____

Signature of Acceptance Date

You may e-mail, fax or return the completed application to our Human Resources Department:

Alliance Bank
Attn: HR
PO Box 188
Francesville, IN 47946
Fax: (219) 567-0352
E-mail: alliancehr@myalliancebank.com
Completed applications may also be dropped off at any Alliance Bank office.