

First National Bank Employment Application Form
100 West Walnut, Nevada, MO 64772
Phone: 417-667-3057
www.fnbnevada.com

PLEASE PRINT ALL INFORMATION REQUESTED EXCEPT SIGNATURE

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APPLICANTS MAY BE TESTED FOR ILLEGAL DRUGS

DATE _____

Name _____
Last First Middle Maiden

Present address _____
Number Street City State Zip

How long at above address: _____ Social Security No. _____ - _____ - _____

Telephone: Home-() Cell-() Work-()

If under 18, please list age _____

Wage desired: _____
(Be specific)

Date available for work? _____

Are you a U.S. Citizen or otherwise authorized to work in the United States on an unrestricted basis? ☐ No ☐ Yes

If applicable, please list your visa type, visa number and expiration date:

		EDUCATION		
TYPE OF SCHOOL	NAME OF SCHOOL	LOCATION (Complete mailing address)	# OF YEARS COMPLETED	MAJOR DEGREE
High School				
College				
Bus. or Trade School				
Professional School				

HAVE YOU EVER BEEN CONVICTED OF A CRIME? ☐ No ☐ Yes

If yes, explain number of conviction(s), nature of offense(s) leading to conviction(s), how recently such offense(s) was/were committed, sentence imposed, and type(s) of rehabilitation. _____

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DO YOU HAVE A DRIVER'S LICENSE? ☐ Yes ☐ No Number _____

Customer Service

Cheerful ☐ Yes ☐ No Good Listener ☐ Yes ☐ No Multi-Tasker Yes No
 Accomodating ☐ Yes ☐ No Flexible ☐ Yes ☐ No Inclusive Yes No
 Other Skills _____

Please list two references other than relatives or previous employers.

Name _____

Name _____

Position _____

Position _____

Company _____

Company _____

Address _____

Address _____

Telephone () _____

Telephone () _____

An application form sometimes makes it difficult for an individual to adequately summarize a complete background. Use the space below to summarize any additional information necessary to describe your full qualifications for the position for which you are applying.

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			MILITARY		
Branch of Service	Date Entered	Date Discharged	Active or Reserve	Highest Grade	Skill Specialty or Primary Duty

Work Experience Please list your work experience for the **past five years** beginning with your most recent job held. If you were self-employed, give firm name. **Attach additional sheets if necessary.**

Employer Name and Address City, State, Zip Code	Name of last supervisor	Employment dates	Pay or salary
		From To	Start Final
Phone number	Your last job title		
Reason for leaving (be specific)			
List the jobs you held, duties performed, skills used or learned, advancements or promotions while you worked at this company.			

Employer Name and Address City, State, Zip Code	Name of last supervisor	Employment dates	Pay or salary
		From To	Start Final
Phone number	Your Last Job Title		
Reason for leaving (be specific)			
List the jobs you held, duties performed, skills used or learned, advancements or promotions while you worked at this company.			

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Work experience Continued

Employer Name and Address City, State, Zip Code	Name of last supervisor	Employment dates	Pay or salary
		From To	Start Final
Phone number	Your last job title		
Reason for leaving (be specific)			
List the jobs you held, duties performed, skills used or learned, advancements or promotions while you worked at this company.			

Employer Name and Address City, State, Zip Code	Name of last supervisor	Employment dates	Pay or salary
		From To	Start Final
Phone number	Your last job title		
Reason for leaving (be specific)			
List the jobs you held, duties performed, skills used or learned, advancements or promotions while you worked at this company.			

May we contact your present employer? ☐ Yes ☐ NoDid you complete this application yourself ☐ Yes ☐ No

If not, who did? _____

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PLEASE READ CAREFULLY

APPLICATION FORM WAIVER

In exchange for the consideration of my job application by First National Bank, I agree that:

Neither the acceptance of this application nor the subsequent entry into any type of employment relationship, either in the position applied for or any other position, and regardless of the contents of employee handbooks, personnel manuals, benefit plans, policy statements, and the like as they may exist from time to time, or other First National Bank practices, shall serve to create an actual or implied contract of employment, or to confer any right to remain an employee of First National Bank, or otherwise to change in any respect the employment-at-will relationship between it and the undersigned, and that relationship cannot be altered except by a written instrument signed by First National Bank. Both the undersigned and First National Bank may end the employment relationship at any time, without specified notice or reason. If employed, I understand that First National Bank may unilaterally change or revise their benefits, policies and procedures and such changes may include reduction in benefits.

I authorize investigation of all statements contained in this application. I understand that the misrepresentation or omission of facts called for is cause for dismissal at any time without any previous notice. I hereby give the First National Bank permission to contact schools, previous employers (unless otherwise indicated), references, and others, and hereby release the First National Bank from any liability as a result of such contact.

I further understand that my employment relation with First National Bank is terminable at will for any reason by either party.

Applicant Signature: _____ **Date:** _____

First National Bank is an equal employment opportunity employer. We adhere to a policy of making employment decisions without regard to race, color, national origin, religion, sex, sexual orientation, marital status, citizenship, military service membership, age or disability. We assure you that your opportunity for employment with First National Bank depends solely on your qualifications.

Thank you for completing this application form and for your interest in employment with First National Bank.