



Holton • Hoyt • Meriden • Topoka

# Application for Employment

\*An Equal Opportunity Employer

**Contact:**

Denison State Bank / Human Resources Dept.  
 421 New York Ave., PO Box 71  
 Holton, KS 66436  
 Phone: (785) 364-3131 Fax: (785) 364-3793

## 1. IDENTIFICATION

NAME:

Last

First

Middle

PRESENT ADDRESS:

Number & Street

City

State

ZIP

HOW LONG HAVE YOU LIVED AT PRESENT ADDRESS?

FORMER ADDRESS:

Number & Street

City

State

ZIP

TELEPHONE NUMBER (Day):

TELEPHONE NUMBER (Evening):

DO YOU HAVE A LEGAL RIGHT TO WORK IN THE U.S.?  Yes  No

DATE YOU COULD BE AVAILABLE FOR WORK:

POSITION(S) APPLIED FOR:

RATE OF PAY DESIRED: \$ \_\_\_\_\_ per week \$ \_\_\_\_\_ per year

\* As an equal opportunity employer, this Company will not discriminate unlawfully against any employee or applicant for employment because of race, color, religion, sex, age, national origin, ancestry or disability.

## 2. EDUCATION

School	Name, City and State of School	Major Course of Study	Circle Highest Year Completed				Diploma or Degree Received
			9	10	11	12	
High School							<input type="checkbox"/> Yes <input type="checkbox"/> No
College						4 4+	<input type="checkbox"/> Yes <input type="checkbox"/> No Type _____
Other Education or Certifications						1 2 3 4	<input type="checkbox"/> Yes <input type="checkbox"/> No Type _____

## 3. JOB FUNCTIONS

ARE THERE ANY EXPERIENCES, SKILLS, OR QUALIFICATIONS WHICH YOU FEEL WOULD QUALIFY YOU TO WORK FOR THIS COMPANY?


ARE YOU AWARE OF ANY REASON YOU CANNOT PERFORM THE FUNCTIONS OF THE JOB FOR WHICH YOU ARE APPLYING?     Yes     No

IF YES, DESCRIBE SUCH REASON:

--

## 4. EMPLOYMENT HISTORY

LIST BELOW ALL PRESENT AND PAST EMPLOYMENT, BEGINNING WITH YOUR MOST RECENT  
(Attach resume or use additional sheet if necessary.)

Name and Address Employer	Employed From	To	Describe the Job You Performed	Reason for Leaving
				Pay When Hired _____  Pay When Terminated _____
Name and Address Employer	Employed From	To	Describe the Job You Performed	Reason for Leaving
				Pay When Hired _____  Pay When Terminated _____
Name and Address Employer	Employed From	To	Describe the Job You Performed	Reason for Leaving
				Pay When Hired _____  Pay When Terminated _____
Name and Address Employer	Employed From	To	Describe the Job You Performed	Reason for Leaving
				Pay When Hired _____  Pay When Terminated _____
Name and Address Employer	Employed From	To	Describe the Job You Performed	Reason for Leaving
				Pay When Hired _____  Pay When Terminated _____

## 5. PERSONAL DATA

HAVE YOU EVER BEEN CONVICTED OF A CRIME?\*  Yes  No

IF YES, DESCRIBE IN DETAIL:

\*A conviction record will not necessarily be a bar to employment, and factors such as age and time of the offense, the seriousness and nature of the violation, and the applicant's rehabilitation will be considered in the hiring decision.

### PERSONAL REFERENCES:

List below the names, addresses and phone numbers of two personal references other than relatives or former employers.

Name	Address	Phone Number

### READ CAREFULLY BEFORE SIGNING

In signing and submitting this application for employment to you (the Company), I clearly understand and agree:

- (1) I certify that the information contained in this application is correct and complete to the best of my knowledge and understand that any omission, misrepresentation or falsification of information made herein or in any interviews is grounds for refusal to employ me or my dismissal if I am employed;
- (2) I authorize the references listed above, schools and current and past employers to give the Company any and all information concerning my previous employment and any information they may have, personal or otherwise, and I release all parties from all liability for any damage or claim that may result from furnishing the same to the Company; In addition, I authorize the Company to have a credit reporting agency prepare a consumer credit report on myself for employment purposes.
- (3) If I am employed, I agree to abide by the rules, regulations and policies of the Company, and my employment and compensation can be terminated, with or without cause, and with or without notice, at any time, at the option of either the Company or myself;

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

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