

Employment Application



*Going that extra mile ...
so you don't have to.™*

The First National Bank of Groton

161 Main Street
Groton, NY 13073
607-898-5871

41 South Main Street
Moravia, NY 13118
315-497-2707

1-800-229-8869



Member
FDIC

First Name

Middle Name

Last Name

Social Security No.

Phone No.

E-mail Address

Street & Mailing Address

City, State, Zip

U.S. Military Services

Veteran

Non-Veteran

Do you have the legal right to work in the U.S.?

Yes

No

Are you 18 years of age or older?

Yes

No

Employment Desired

Position

Date you can start

Wage/Salary Desired

Have you ever applied with us before?

Yes

No

Education

High School

Name

Location

Graduated

Yes

No

College

Name

Location

Graduated

Yes

No

Subjects Studied/Degree

Other Study or Research

Job-related skills typing, etc.,

Employment

List your last three employers, starting with the most recent first.

Employer 1

Employer

Address

Start Date

End Date

Reason for Leaving

Contact

Name/Title of Supervisor

Phone No.

I hereby give permission to contact this employer concerning my prior work experience.

Yes

No

Employer 2

Employer

Address

Start Date

End Date

Reason for Leaving

Contact

Name/Title of Supervisor

Phone No.

I hereby give permission to contact this employer concerning my prior work experience.

Yes

No

Employer 3

Employer

Address

Start Date

End Date

Reason for Leaving

Contact

Name/Title of Supervisor

Phone No.

I hereby give permission to contact this employer concerning my prior work experience.

Yes

No

Please attach your resume.

References

Reference 1

Name

Nature of Relationship

Phone Number

Street Address Line 1

Street Address Line 2

City, State, Zip

Reference 2

Name

Nature of Relationship

Phone Number

Street Address Line 1

Street Address Line 2

City, State, Zip

Reference 3

Name

Nature of Relationship

Phone Number

Street Address Line 1

Street Address Line 2

City, State, Zip

Have you ever been discharged or asked to resign from a position?

- Yes No

Please provide a detailed explanation of all prior disciplinary problems/actions.

Have you ever been in a situation in which a company refused to issues you a surety bond or had one cancelled?

- Yes No

Have you ever been convicted of a crime?

Yes No

If yes, what was the charge?

Do you have any indictments pending against you and/or arrests for which no outcome has been decided i.e., not gone to trial?

Yes No

Certification

I certify the statements made in this application are true and correct to the best of my knowledge and realize that any falsification will result in the disqualification of my application or termination of my employment. I acknowledge that my prior/current employment, related qualifying credentials and all other information provided by me on this application are subject to verification in connection with employment.

I understand this application is not, and is not intended to be, a contract of employment. Further, I also understand I will be required to show proof that I am eligible to secure employment in the U.S.

Signature of Applicant

Date

Authorization for Credit Inquiries

I authorize The First National Bank of Groton to make whatever credit inquiries it deems necessary in connection with my employment application at The First National Bank of Groton. I authorize and instruct any person or consumer reporting agency to compile and furnish to the Bank any information that may have or obtain in response to such credit inquiries and agree that the same shall remain The First National Bank of Groton's property whether or not employment occurs.

If I request, I will be informed of the name and address of the consumer reporting agency that furnished the report. Subsequent consumer reports may be requested or utilized during employment when deemed necessary.

If I am denied employment due to credit inquiries, I understand I will be informed of the information that has been used against me, and I may request a copy of my credit report. I will also be advised of my rights under the Federal Fair Credit Reporting Act.

Signature of Applicant

Date

Bank Use Only

Date application given out:

Date application received back:
