

Great Southern Bank

EQUAL OPPORTUNITY EMPLOYER

GSB does not discriminate in hiring or employment on the basis of race, creed, color, national origin, religion, sex, sexual orientation, gender identity, age, disability, veteran status, or any other status or characteristic protected by law. No question in the application attached is intended to secure information to be used for such discrimination.

APPLICATION FOR EMPLOYMENT

Applications must be complete and legible. All questions must be answered. If a question does not apply to you, write N/A as the answer.

Print

Name: _____
(First) (Middle) (Last)

(Date)

Address: _____
(City) (State) (Zip)

(Telephone Number)

(E-Mail address)

List last previous address, except military, if changed during the past 5 years.

(Street) (City) (State) (Zip) From (Date) to (Date)

Permanent address and telephone (if different from current address and telephone)

(Street) (City) (State) (Zip) (Telephone Number)

Position or type of work desired _____ Salary Requirements _____

How were you referred to us? _____ Date available for work _____

Are you age 18 or older? _____ Are you legally eligible to work in the U.S.? _____ (If offered employment, proof of eligibility will be required.)

Have you ever been convicted, or plead "guilty" or "no contest" to a criminal offense? _____ *

(A "yes" answer will not necessarily disqualify you from consideration for employment.)

Have you ever been fired for violence, threats, insubordination, misconduct, absenteeism, or breach of trust? _____ *

*If yes to either question give details. _____

Education	Location	Major	Check last year completed	Degree
Name of School				
High School or Preparatory			☐ 1 ☐ 2 ☐ 3 ☐ 4	
Business or Trade School			☐ 1 ☐ 2 ☐ 3 ☐ 4	
College or University			☐ 1 ☐ 2 ☐ 3 ☐ 4	
Graduate Work			☐ 1 ☐ 2 ☐ 3 ☐ 4	

List scholastic honors, offices held, and activities held while in school:

EMPLOYMENT RECORD

Starting with PRESENT or MOST RECENT, list all previous employers in the last 10 years. Include self-employment, summer, and part-time jobs.

Name and Addresses of Former Employers	Dates Employed	Position & Duties	Final Salary	Reason for Leaving
Company				
Address				
City, State, Zip				
Supervisor				
Company				
Address				
City, State, Zip				
Supervisor				
Company				
Address				
City, State, Zip				
Supervisor				

If you need more space, please continue on a separate page.

If you are now employed, may we contact your present employer? (Y/N)

UNEMPLOYMENT RECORD

Account for all periods of unemployment of 2 weeks or more in the last 10 years.

FROM	TO	STATE WHAT YOU WERE DOING

FINANCIAL DATA

Have you ever held a position where you handled cash? _____ (Identify) _____

Do you maintain a good credit record? _____ yes; _____ no; _____ I have no credit history.

Have you ever been refused a surety bond, had a surety bond canceled or had a claim paid under your bond? _____

If yes, give details on a separate page.

MILITARY SERVICE RECORD

Have you ever served in the Armed Forces of the United States? _____

Date of entry _____ Rank at entry _____ Branch of Service _____

Date of Discharge _____ Rank at discharge _____ Type of Discharge _____

Please list any special training you received that may be pertinent to this application:

Are you at present in any active or inactive reserve of the national Guard? _____

If so, what unit? _____ Rank _____

(Your responses will not disqualify you from consideration for employment.)

PERSONAL REFERENCES

Give three personal references who are mature persons of good standing in their community, and who have known you for the past FIVE years or more. DO NOT give relatives, former employers or fellow employees. You may include friends or acquaintances presently employed by this Company.

NAME	ADDRESS	PHONE	OCCUPATION

APPLICANT'S STATEMENT

I certify that the answers given in this application are true and complete to the best of my knowledge and I have not knowingly withheld information which might, if disclosed, affect my application unfavorably. I understand that employment arrangements entered into between the Bank and me will be based upon the truthfulness and completeness of this application. Misstatements, falsifications, or omissions of any information submitted by me may result in the rejection of my application and if I have already been employed, may be cause for dismissal.

I have read and understand that this application is good for ninety (90) days and if not offered employment during that time will necessitate that I renew this application in order to be considered beyond that date. I understand that the Company does not discriminate in hiring or employment on the basis of race, creed, color, national origin, religion, sex, sexual orientation, gender identity, age, disability, veteran status, or any other status or characteristic protected by law. No question on this application is intended to secure information as such.

I further understand that submission of this application does not imply that I will be employed, even though I will be given every consideration. I hereby give full release for the Company to check with my references as well as investigate my credit history and criminal record. The Company, at its own expense, arranges for a surety bond for each of its employees and if, because of my background, the Company is unable to place the required bond, the Company will be unable to continue my employment.

I further understand that if I am employed, my employment will be at will. No agent or either party hereto has the authority to agree otherwise. I have read carefully and understand the above.

Signature of Applicant: _____ Date: _____

APPLICANT CONSENT & RELEASE FOR DRUG SCREEN

In connection with my application for employment with Great Southern Bank. I agree to participate in the drug-screening program conducted by the bank to test for the presence of controlled substances. I agree to take the required drug-screening test at a time and place specified by the bank. I understand that a positive test result may disqualify me from employment consideration or may subject me to termination if already employed. As a condition of employment, I also agree to take further drug screening tests in accordance with established policies. I hereby release Great Southern Bank and their employees and agents from any and all claims that I may now have or have had arising from or relating to the drug screening program and/or any action taken by Great Southern Bank based on positive test results.

Signature: _____

Date: _____

Submit Application