



## Application for Employment

### An Equal Opportunity Employer

In considering your application for employment, Coffee County Bank is neither interested or prejudiced in any way because of your religion, nationality, color, sex, or age. In considering employees for advancement, we do not give consideration to any of these factors. We are, however, interested in your character, personality, appearance, ability, experience, and overall qualifications for employment in this bank. With these thoughts in mind, please fill in the following questionnaire. If your answers require additional space, please use supplemental sheets.

#### Personal Information

Name \_\_\_\_\_ Social Security Number \_\_\_\_\_  
Physical Address \_\_\_\_\_ If under 18, provide DOB \_\_\_\_\_  
City, State & Zip \_\_\_\_\_ Cell Number \_\_\_\_\_  
Email Address \_\_\_\_\_ Home Number \_\_\_\_\_

#### Desired Position Information

Position Desired \_\_\_\_\_ Salary Desired \_\_\_\_\_  
Position Type      Part Time ☐      Full Time ☐      Other ☐ Specify day & hours \_\_\_\_\_  
Introduced by:      Bank Employee ☐      Agency ☐      Ad ☐      Other ☐ \_\_\_\_\_

#### Former Employment

Account for all periods, including employment full time, temporary, part-time, and unemployment, starting with most recent

Dates From /To		Company	Position Held and Duties	Salary	Reason for Leaving

#### Personal Questions

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

☐ Yes

☐ No

Does your present employer know of your plans to change employment?

☐ Yes

☐ No

Total unexcused time lost from work/school during the last 12 months

Explain \_\_\_\_\_

Do you have any delinquent financial obligations?

Explain \_\_\_\_\_

Do you have any reason to believe you could not be bonded?

Describe your military service in the armed forces if applicable \_\_\_\_\_

List any special training you have and/or programs/machines on which you have skills \_\_\_\_\_



## Application for Employment (Continued)

### Education

Type of School	Name and Address	Yrs Completed	Graduate or Degree	Grade Average	Field of Study

Do you plan to continue education? \_\_\_\_\_

If so, do you have any outstanding applications to any schools? \_\_\_\_\_

If so, where? \_\_\_\_\_

### Pre-Employment Statement - Please read carefully

I understand that all employees of Coffee County Bank must be bonded, and therefore, I grant Coffee County Bank, its agents, and employees the right to investigate all of the statements made in this application. Any information contained herein or acquired pursuant to said investigation may be disseminated to Coffee County Bank, its agents, and employees for employment purposes. I understand that Coffee County Bank may conduct an investigation of my financial credit in connection with the review of this application, and hereby grant permission to any employee and agent of Coffee County Bank to conduct such credit investigation without any prior notification to me. In the event my application is accepted, I understand it is for no stated term, but the Bank will endeavor to offer continuous employment, subject to business conditions.

I hereby certify that the answers given by me to all questions on this application are, to the best of my knowledge, true and correct, and that I have not knowingly withheld any facts or circumstances what would affect this application.

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Date