

APPLICATION FOR EMPLOYMENT

Position(s) Applied For: _____



To Applicant: We deeply appreciate your interest in working for OCB and thank you for taking the time to complete this application. OCB is an equal employment opportunity employer dedicated to a policy of nondiscrimination in employment based upon an individual's race, color, creed, religion, age, sex, national origin, ancestry, marital status, sexual orientation, veteran status and participation in union activities or the presence of any non-job-related medical condition or disability. In reading and answering the following questions, please keep in mind that none of the questions are intended to imply any limitations, illegal preferences, or discrimination based upon any non-job-related information. The Fair Credit Reporting Act imposes restrictions with respect to credit data. The application will be given consideration, but its receipt does not imply that the applicant will be interviewed or employed. Please contact the Training Coordinator at 835-3168 if you need an accommodation to participate in the application process.

Personal Information (Please Print)

Date _____ Date Available to Start _____

Name _____
Last First Middle Social Security Number

Daytime Phone _____ Evening Phone _____

Address _____
No. Street City State Zip

General Information

1. Have you ever applied for a position with Oregon Community Bank in the past? If yes, please give the date of application and position for which you applied. State your name at that time, if different from present name. Yes No
2. Have you ever been employed by Oregon Community Bank in the past? If yes, please give dates of employment, position held, and state your name while employed if different from present name. Yes No
3. If hired, will you be able to work during the normal days and hours required for the position(s) for which you are applying? If no, please explain: Yes No
4. Do you have any commitments to another employer that might affect your employment with Oregon Community Bank? If yes, please explain: Yes No
5. If hired, can you furnish proof that you are 18 years of age, or, if under 18 years of age, do you have a permit to work? If no, please explain: Yes No
6. If hired, can you furnish proof that you are eligible to work in the United States? (If unsure of the documents needed to prove eligibility to work in the U.S., we will explain the legal requirements.) If no, please explain: Yes No
7. Do you now, or will you in the future, require Oregon Community Bank to sponsor an employment visa for your continued employment? Yes No
8. Have you been convicted of a felony, or released from prison in the past 20 years? Note: A "yes" answer does not automatically disqualify you from employment since the nature of the offense, date and type of job for which you are applying will be considered. If yes, please explain: Yes No
9. Are you charged with an unresolved criminal charge (have you been charged with a crime that has not yet resulted in a plea of guilty, court trial, or dropping the charge)? Note: A "yes" answer will not automatically disqualify you from employment. If yes, please explain: Yes No

Education

School	Name and Address of School	Major Course of Study	Circle Highest Level Completed				Did You Graduate?	Diploma/ Degree/ Certificate
			5	6	7	8		
Elementary			5	6	7	8	<input type="checkbox"/> Yes <input type="checkbox"/> No	
High			Fr	So	Jr	Sr	<input type="checkbox"/> Yes <input type="checkbox"/> No	
College			1	2	3	4	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Other (specify)			1	2	3	4	<input type="checkbox"/> Yes <input type="checkbox"/> No	

Additional JOB-RELATED seminars, short courses, workshops, or other educational experiences:

JOB-RELATED certificates, licenses, equipment qualified to operate, computer hardware and software operated and other JOB-RELATED special skills and abilities:

References

References

OTHER JOB-RELATED EXPERIENCE. Some people gain job-related experience in positions other than as an employee.

Name and Occupation	Address	Phone Number

For instance, an accountant may gain experience as a treasurer of a civic or school organization, or a manager may gain experience while working on civic projects or in school organizations or in PTA activities. Please list and describe any paid or unpaid activities, honors, experience, or training that might aid you in performing the job(s) for which you have applied, and have not been listed previously in this application. (You may omit any activities, honors, memberships or other items that tend to identify your race, sex, national origin, age, disability, or other personal traits that you prefer not to disclose.)

Please add any additional information (except that which identifies your race, sex, age, religion, national origin, disability, or other non-job-related personal information) that you think may be relevant to a decision to hire you.

Employment History

List below present and past employment, beginning with your most recent. Attach an additional sheet if necessary.

Name and Address and Type of Business	From		To		Starting Salary	Ending Salary	Reason for Leaving	Name of Supervisor
	Mo.	Yr.	Mo.	Yr.				
					/	/		
	Describe the work you did:							
Telephone								May we contact? Yes <input type="checkbox"/> No <input type="checkbox"/>

Name and Address and Type of Business	From		To		Starting Salary	Ending Salary	Reason for Leaving	Name of Supervisor
	Mo.	Yr.	Mo.	Yr.				
					/	/		
	Describe the work you did:							
Telephone								May we contact? Yes <input type="checkbox"/> No <input type="checkbox"/>

Name and Address and Type of Business	From		To		Starting Salary	Ending Salary	Reason for Leaving	Name of Supervisor
	Mo.	Yr.	Mo.	Yr.				
					/	/		
	Describe the work you did:							
Telephone								May we contact? Yes <input type="checkbox"/> No <input type="checkbox"/>

Name and Address and Type of Business	From		To		Starting Salary	Ending Salary	Reason for Leaving	Name of Supervisor
	Mo.	Yr.	Mo.	Yr.				
					/	/		
	Describe the work you did:							
Telephone								May we contact? Yes <input type="checkbox"/> No <input type="checkbox"/>

Please account for any time you were not employed after leaving school in the past ten years (you need not list any unemployment periods of one month of less). Attach an additional sheet if necessary.	
Time Period	Reason(s) for unemployment

The above information is true and accurate to the best of my knowledge. I hereby give permission to contact the employers listed above concerning my prior work experience as indicated.

Signed _____ Date _____

IMPORTANT

(Please read carefully and initial each paragraph before signing)

_____ By my signature and initials, I confirm that the information provided in this employment application (and accompanying resume, if any) is true and complete, and I understand that any false information or significant omissions may disqualify me from further consideration for employment and may be justification for my dismissal from employment if discovered at a later date. I agree to immediately notify Oregon Community Bank if I should be convicted of a felony or any crime involving dishonesty or a breach of trust while my job application is pending or during my period of employment, if hired.

_____ I authorize any person, school, current employer (except as previously noted), past employer(s), and organizations named in this application form (and accompanying resume, if any) to provide Oregon Community Bank & Trust with relevant information and opinion that may be useful to the company in making a hiring decision, and I release such persons and organizations from any legal liability in making such statements.

_____ If offered a job that requires it, I give permission for a job-related complete physical examination, and I consent to the release to the company of any medical information, as may be deemed necessary by Oregon Community Bank & Trust in judging my capability to perform the essential functions of the work for which I am applying (with or without a reasonable accommodation).

_____ I understand that if my employment is terminated by Oregon Community Bank & Trust for dishonesty, breach of trust, or any criminal acts, the authorities may be notified and I may be criminally prosecuted. I also understand that, if hired, I may not hold other employment nor engage in sales, investments, or other activities that create a conflict of interest with the company.

_____ I understand that this application does not, by itself, create a contract of employment. I understand and agree that, if hired, my employment is for no definite period of time and may, regardless of the date of payment of my wages or salary, be terminated at any time.

Signed _____ Date _____

INTERVIEWER COMMENTS: