



APPLICATION FOR EMPLOYMENT

Print clearly in ink. You may attach a resume to supplement the information listed.
All applications must be signed and submitted directly to Human Resources.

Applicant Information		
Name (Last, First, MI)		Prior Name(s)
Address (Street, City, State, Zip)		
Home Phone		Cell Phone
Are you legally authorized to work in the U.S. <input type="checkbox"/> Yes <input type="checkbox"/> No	Are you at least 18 years old? <input type="checkbox"/> Yes <input type="checkbox"/> No	Are you able to work overtime if needed? <input type="checkbox"/> Yes <input type="checkbox"/> No
Have you applied to M&M Bank before? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, when:	Have you worked at M&M Bank before? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, when: Under what name:	
Are you able to perform the essential job functions of the job for which you are applying, with or without a reasonable accommodation? <input type="checkbox"/> Yes <input type="checkbox"/> No		
Have you ever been convicted of a felony which has not been expunged or sealed by a court? <input type="checkbox"/> Yes <input type="checkbox"/> No Convictions do not necessarily exclude a candidate from employment. Consideration is given to the nature of the crime, how recent the conviction, the type of job for which you are applying, and other relevant facts.		

Position of Interest		
Position Applying For:	Type of Employment Desired: <input type="checkbox"/> Full-Time <input type="checkbox"/> Part-Time <input type="checkbox"/> Temporary	Date Available for Work:
How were you referred to M&M Bank? <input type="checkbox"/> Employee (list): _____ <input type="checkbox"/> M&M Website <input type="checkbox"/> Newspaper <input type="checkbox"/> Walk-In <input type="checkbox"/> Agency (list): _____ <input type="checkbox"/> Other (list): _____		

Read carefully before signing this form.

- I certify that all information I have provided on this application is true and correct to the best of my knowledge and belief. I understand that misrepresentations or omissions of any kind may result in denial of employment, or may be cause of dismissal if I am hired, regardless of when such information is discovered.
- I authorize M&M Bank to investigate my responses on this application and contact any or all of my former employers or individuals listed as references. I release and hold harmless any persons or organizations providing information pertaining to me or my employment.
- I understand that upon receiving a job offer, a physical examination, drug screening, criminal background check, and/or consumer credit check may be required. I understand that prior to my employment I may be asked to sign a background check consent form or other documentation in order to facilitate my hiring process.
- I recognize that this application is not and should not be considered a contract of employment. I understand that employment with M&M Bank is at-will and may be terminated with or without cause, and without notice, by either party.
- I understand that this application is valid for 60 days, or until the position for which I am applying is filled, whichever comes first.
- M&M Bank is an equal opportunity employer and complies with all applicable laws and regulations regarding affirmative action and equal opportunity. M&M Bank does not illegally discriminate against anyone protected my law because of that person’s race, color, religion, national origin, age, disability, transgender status, sexual orientation, or status as a veteran.

Signature

Date



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Education			
School	Name & Location (City, State)	Major Subject(s)	Diploma or Degree Received
High School			
College			
Graduate			
Other (Specify)			

Specialized Training, Skills, etc.
List relevant professional licenses and/or certifications:
List professional, trade, business, or civic associations, professional accomplishments, publications, or awards: Exclude information which would disclose gender, race, religion, national origin, age, disability, genetic information, veteran information, transgender status, sexual orientation or other protected status.
List other relevant knowledge, skills, or experience:

Professional References			
Provide information for three (3) professional references. Professional references are individuals with <i>direct</i> knowledge of your job qualifications.			
Name	Address	Phone	Professional Relationship
Name	Address	Phone	Professional Relationship
Name	Address	Phone	Professional Relationship



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Employment History	
Beginning with the most recent, list present & past employment including full-time, part-time and self-employment. Use separate sheet if needed.	
Employer	Job Title
Address	Telephone
Dates of Employment (month and year)	Compensation
Beginning: _____ Ending: _____	Beginning: _____ Ending: _____
Name of Immediate Supervisor	Reason for Leaving
Description of Duties	
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Employer	Job Title
Address	Telephone
Dates of Employment (month and year)	Compensation
Beginning: _____ Ending: _____	Beginning: _____ Ending: _____
Name of Immediate Supervisor	Reason for Leaving
Description of Duties	
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