

12626 Nettles Drive, Newport News, VA 23606
 Phone (757) 930-2425
 Fax (757) 930-1108

Application for Employment

We consider applications for all positions without regards to race, color, religion, creed, gender, national origin, age, disability, martial or veteran status, or any other legally protected status.

(Please Print)

Position(s) Applied For	Date of Application
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Last Name	First Name	Middle Name
Address		City State Zip
Phone Number	Social Security Number	

If you are under 18 years of age, can you provide required proof of your eligibility to work?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Have you ever filed an application with us before? If so, give date _____	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Have you ever been employed with us before? If so, give dates _____ to _____	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Do any of your friends or relatives work here?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Are you currently employed?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
May we contact your present employer?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Are you prevented from lawfully becoming employed in this country because of Visa or Immigration Status? <i>Proof of citizenship or immigration status will be required upon employment.</i>	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Are you currently on "lay-off" status and subject to recall?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Have you been convicted of a felony or any other crimes involving lying, cheating or stealing? Conviction will not necessarily disqualify an applicant from employment. If yes, please explain: _____	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Have you ever had any Bond coverage modified or revoked, or has any application for Bond coverage been declined? If yes, please explain: _____	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Can you travel if a job requires it?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Date available to work _____/_____/_____	Desired salary range _____	
Are you available to work: <input type="checkbox"/> Full-time <input type="checkbox"/> Part-time <input type="checkbox"/> Temporary		

Education

	Name of School	Courses of Study	# of Years Completed	Diploma/Degree
High School				
Undergraduate College				
Graduate Professional				
Other (Specify)				

Name: _____ Position: _____ Date: _____

Describe any specialized training, apprenticeship, skills and extra-curricular activities.

List Professional, trade, business or civic activities and offices held. <i>You may exclude organizations which indicate race, color, religion, gender, national origin, age, disabilities or other protected status.</i>

Other qualifications

Employment Experience

Start with your present or last job. Include job related military service assignments and volunteer activities. You may exclude organizations which indicate race, color, religion, gender, national origin, age, disabilities or other protected status.

1.	Employer	Dates Employed From / To		Work Performed
	Address			
	Telephone Number(s)	Hourly Rate/Salary Starting / Ending		
	Position Held	Supervisor		
	Reason for Leaving			
2.	Employer	Dates Employed From / To		Work Performed
	Address			
	Telephone Number(s)	Hourly Rate/Salary Starting / Ending		
	Position Held	Supervisor		
	Reason for Leaving			

Name: _____ Position: _____ Date: _____

3.	Employer		Dates Employed From / To		Work Performed
	Address				
	Telephone Number(s)		Hourly Rate/Salary Starting / Ending		
	Position Held	Supervisor			
	Reason for Leaving				
4.	Employer		Dates Employed From / To		Work Performed
	Address				
	Telephone Number(s)		Hourly Rate/Salary Starting / Ending		
	Position Held	Supervisor			
	Reason for Leaving				

References

1.	Name	Address	Phone
2.	Name	Address	Phone
3.	Name	Address	Phone

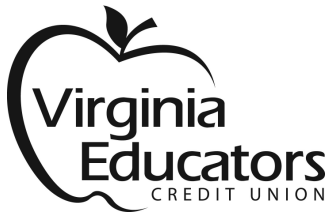
I certify that answers given herein are true and complete.
 I authorize investigation of all statements contained in this application for employment as may be necessary in arriving at an employment decision.
 This application for employment shall be considered active a period of time not to exceed 180 days. Any applicant wishing to be considered for employment beyond this time period should inquire as to whether or not applications are being accepted at that time.
 I hereby understand and acknowledge that, unless otherwise defined by applicable law, any employment relationship with this organization is of an "at will" nature, which means that the Employee may resign at any time and the Employer may discharge an Employee at any time with or without cause. It is further understood that this "at will" employment relationship may not be changed by any written document or by conduct unless such change is specifically acknowledged in writing by an authorized executive of this organization.
 In the event of employment, I understand that false or misleading information given in my application or interview(s) may result in discharge. I understand, also, that I am required to abide by all rules and regulations of the employer.

Applicant Signature _____

Date _____

Credit Union Use:

Arrange Interview: <input type="checkbox"/> Yes <input type="checkbox"/> No	Employed: <input type="checkbox"/> Yes <input type="checkbox"/> No	Date of Employment: _____/_____/_____
Remarks:	Job Title:	Salary:
Hired By: _____		



**CONSENT FOR PROCUREMENT OF
BACKGROUND/INVESTIGATIVE REPORTS**

In connection with my application for employment, I understand that consumer reports or investigative consumer reports which may contain public record information may be requested or made on me, including my creditworthiness or similar characteristics, employment and education verifications, social security verification, criminal and civil history, personal interviews, DMV records, any other public records and any other information bearing on my credit standing, credit capacity, character, general reputation, personal characteristics or mode of living, and trustworthiness. These reports will include experience along with reasons for termination of past employment.

I hereby authorize and consent to Virginia Educators Credit Union, procurement of consumer and/or investigative consumer reports. I further authorize ongoing procurement of the above-mentioned reports at any time during my employment. I understand that, pursuant to the federal Fair Credit Reporting Act, Virginia Educators Credit Union, will provide me with a copy of any such report if the information contained in such report is, in any way, to be used in making a decision regarding my fitness for employment with Virginia Educators Credit Union. I further understand that such report will be made available to me prior to any such decision being made, along with the name and address of the reporting agency that produced the report. I have the right to make a request of Equifax and OneSource Inc., upon proper identification and the payment of any authorized fees, for the information in its files on me at the time of my request.

I hereby release Equifax, One Source Screening, Virginia Educators Credit Union, and any and all persons, business entities and governmental agencies, whether public or private, from any and all liability, claims and/or demands, of whatever kind, to me, my heirs, or others making such claim or demand on my behalf, for procuring, selling, providing, brokering, and/or assisting with the compilation or preparation of the consumer report and/or investigative consumer report hereby authorized.

Last Name	First Name	Middle Name
Current Address		City State Zip
Date of Birth	Social Security Number	

Print All Former Names Used: (Maiden or AKA)

Last Name	First Name	Middle Name
Last Name	First Name	Middle Name
Last Name	First Name	Middle Name

Print Residences within the previous 7 years (City, State & Zip Code)

City State Zip	City State Zip
City State Zip	City State Zip

Driver License

License Number	State
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Applicant Signature _____

Date _____