



# WyoCentral Federal Credit Union

## Employment Application

### Equal Opportunity Employer

WyoCentral Federal Credit Union (WyoCentral) is an Equal Opportunity Employer and as such does not consider age, race, color, national origin, ancestry, religion, creed, sex (gender), gender identity, sexual orientation, pregnancy, marital status, current or prior military service, disability, genetic information, political affiliation or any other status protected by law when hiring and making employment related decisions. Discrimination is not tolerated

### Applicant Information

Full Name: \_\_\_\_\_ Date: \_\_\_\_\_  
First Last MI

Address: \_\_\_\_\_  
Street Address Apt/Unit #  
 \_\_\_\_\_  
City State Zip Code

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Position applying for: \_\_\_\_\_  Full-time  Part-time

Date available: \_\_\_\_\_ Desired Salary: \_\_\_\_\_

Are you currently employed:  Yes  No If yes, where: \_\_\_\_\_

Are you legally authorized to work in the US?  Yes  No

Have you ever worked for this company?  Yes  No If yes, when: \_\_\_\_\_  
 Position: \_\_\_\_\_

Reason for leaving: \_\_\_\_\_  
 \_\_\_\_\_

Are you related to, or do you live with, any person who works at this company?  Yes  No If yes, who: \_\_\_\_\_

Have you ever been convicted of a felony?  Yes  No If yes, explain: \_\_\_\_\_  
 \_\_\_\_\_

### Education

Education	Name/Location of School	Years Completed	Degree/Subject Area
High School			Diploma? <input type="checkbox"/> Yes <input type="checkbox"/> No GED? <input type="checkbox"/> Yes <input type="checkbox"/> No
College			Diploma? <input type="checkbox"/> Yes <input type="checkbox"/> No
Trade / Business School			

## Work History

List names and information of all employers beginning with current or most recent. List all periods of employment including military service and any period of self employment if applicable.

Employer:	_____	Start Date:	_____	End Date:	_____
	Supervisor: _____	May we contact?	_____ Yes	_____ No	
Address:	_____	Phone:	_____		
Position:	_____	Start Pay:	_____	End Pay:	_____
Job Duties:	_____ _____				
Reason for leaving:	_____				

Employer:	_____	Start Date:	_____	End Date:	_____
	Supervisor: _____	May we contact?	_____ Yes	_____ No	
Address:	_____	Phone:	_____		
Position:	_____	Start Pay:	_____	End Pay:	_____
Job Duties:	_____ _____				
Reason for leaving:	_____				

Employer:	_____	Start Date:	_____	End Date:	_____
	Supervisor: _____	May we contact?	_____ Yes	_____ No	
Address:	_____	Phone:	_____		
Position:	_____	Start Pay:	_____	End Pay:	_____
Job Duties:	_____ _____				
Reason for leaving:	_____				

## References

Please provide at least three persons not related to, or living with, you, whom you have known at least one year, that we have your permission to contact.

Name: \_\_\_\_\_ Phone: \_\_\_\_\_ Relation: \_\_\_\_\_

Name: \_\_\_\_\_ Phone: \_\_\_\_\_ Relation: \_\_\_\_\_

Name: \_\_\_\_\_ Phone: \_\_\_\_\_ Relation: \_\_\_\_\_

## Additional Information

Please list any additional skills/experience you have that relates to the job for which you are applying:

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## Agreement and Acknowledgement

By signing below, I certify that the information I have provided is accurate and complete. I understand that false, misleading or incomplete information provided in this application, or during an interview, can prevent me from being hired, or, if I am hired, can result in my discharge at any time. I acknowledge that if I am interviewed, I may be asked to fully and accurately provide information about any criminal convictions that I have had. I authorize the investigation and verification of all information that I have provided. I authorize all employers (past or present), persons, schools, law enforcement agencies, and other organizations referenced in this application to provide any information requested by the Company, and I release those parties from any liability for providing the information.

If I am hired, I understand that my employment is for no definite period, and that my employment and compensation can be terminated at any time by the Company or me, with or without cause, and with or without notice. I understand that no manager, or representative of the Company has authority to make any agreement for employment for a specified period of time, or make any agreement contrary to the provisions in this application. I understand that nothing in this application, or discussed during an interview, creates an employment contract between me and the Company.

Prior to accepting employment, I will read and understand the job description for the position for which I am applying. If appropriate, I will accurately and completely explain any inability to fully perform the essential job functions listed in the job description. If hired, I will comply with all Company rules and policies.

I understand that this application is only valid for 30 days and that I must reapply, every 30 days, to continue to be considered for employment.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_