

PBCI-APPLICATION FOR EMPLOYMENT

(Answer All Questions Completely)
(Please Print Clearly)

PBCI is an Equal Opportunity Employer. Applicants will receive consideration without regard to race, color, religion sex, national origin, age, disabilities, disabled Vietnam Vet status, marital status, citizen status, or any other protected class.

If you need accommodation due to a disability in order to complete the application process, please advise us what accommodation you require.

Personal Data

Name: Last _____ First _____ MI _____ Today's Date: _____

Other Names you have been known by? _____ Social Security # _____

Present Address: Street _____ City _____ State _____ Zip _____ Area Code/Phone Number _____

Email: _____

Are you currently employed? Y N With Whom? _____ May we contact you at work? Y N

Have you ever worked for us before? Y N If yes, give dates From _____ To _____

Please name any relatives or acquaintances employed by us: _____

Who recommended our company to you? Advertisement _____ Personal Referral _____ Other agency _____

Position you are applying for? _____

Dates available for employment? _____ Do you have restrictions on working overtime? Y N If yes, explain _____

Shift availability? _____ Days and hours not available for work? _____ Are you on layoff and subject to recall? Y N

Will you relocate if the job requires? _____ Will you travel if the requires? _____ How much travel? _____

Minimum salary required? _____ Have you ever held a security clearance? (For defense contractors) Y N

Have you ever been bonded? _____

Do you have any commitments to or agreements with another employer that might affect your employment with us? Y N

Have you ever been convicted of a felony? Considerations will be given to the nature of the crime, it's seriousness and the positions for which you are applying? Y N Explain _____

Can you provide documentation on your eligibility for residence and employment in the United States? Y N

If under 18, can you furnish a work permit? Y N

Please give your driver's license number, state, and expiration date. _____ Is it currently valid? Y N

Do you have a commercial driver's license? Y N Number, state, and expiration date _____

EMPLOYMENT HISTORY

1) Employer _____ Address _____ City/ State Zip _____

Job Title _____ Salary Start/Salary End _____ Supervisor's Name _____ Area Code/Phone # _____

Employed from: Mo/Yr. _____ to Mo/Yr. _____ Part Time _____ Fulltime _____ Temporary _____

Major duties and responsibilities: _____

Reason for Leaving _____

2) Employer _____ Address _____ City/ State Zip _____

Job Title _____ Salary Start/Salary End _____ Supervisor's Name _____ Area Code/Phone # _____

Employed from: Mo/Yr. _____ to Mo/Yr. _____ Part Time _____ Fulltime _____ Temporary _____

Major duties and responsibilities: _____

Reason for Leaving _____

3) Employer _____ Address _____ City/ State Zip _____

Job Title _____ Salary Start/Salary End _____ Supervisor's Name _____ Area Code/Phone # _____

Employed from: Mo/Yr. _____ to Mo/Yr. _____ Part Time _____ Fulltime _____ Temporary _____

Major duties and responsibilities: _____

Reason for Leaving _____

4) Employer _____ Address _____ City/ State Zip _____

Job Title _____ Salary Start/Salary End _____ Supervisor's Name _____ Area Code/Phone # _____

Employed from: Mo/Yr. _____ to Mo/Yr. _____ Part Time _____ Fulltime _____ Temporary _____

Major duties and responsibilities: _____

Reason for Leaving _____

EDUCATION AND TRAINING

High School	Course of Study
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<u>Address</u>	<u>Honors received</u>
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Did you receive a Diploma or Equivalent? Y N

College/Technical/Vocational School	Course of Study	Graduated	Y	N
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<u>Address</u>	<u>Honors received</u>
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College/Technical/Vocational School	Course of Study	Graduated	Y	N
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<u>Address</u>	<u>Honors received</u>
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Summarize special skills and qualifications required from employment or other experience:

PROFESSIONAL REFERENCES

Please list three (3) business/work references who are not related to you. If not applicable, list three school or personal references who are not related to you. Indicate in the How Known section what working relationship the individual had or has to you (manager, coworkers, customer, etc.) and at which company.

Name	Address (City, State, Zip)	Phone Number	How Known	Company
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Name	Address (City, State, Zip)	Phone Number	How Known	Company
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Name	Address (City, State, Zip)	Phone Number	How Known	Company
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PBCI-JOB APPLICANT AUTHORIZATION AND RELEASE STATEMENT

PLEASE USE YOUR PERSONAL SIGNATURE ON THE SPACES PROVIDED BELOW

“I _____ authorize my current employer, past employers, educational institutions, and individuals and organization (including credit bureaus and law enforcement agencies named or referred to in this application to provide PBCI any with references upon request in order to assist PBCI in deciding whether to employ me. I hereby release my former and current employers, my former educational institutions, and any individual or organization providing such a reference from any liability, damages, causes of action, complaint, or charges concerning the giving and receiving of such references, information, or opinions related to my employment”

PBCI-JOB APPLICANT VERIFICATION

“I _____ certify that the information provided in this employment application is correct and complete, and I understand that any false information or omissions may disqualify me from employment and if discovered later one may justify my dismissal from employment at PBCI”

PBCI-JOB APPLICANT DISCLAIMER AND ACKNOWLEDGMENT

“In consideration for my employment. I _____ agree to conform to the rules and regulations of PBCI. I acknowledge that rules may be changed, withdrawn, added or interpreted at any time at PBCI's sole option and without prior notice to me.”

“I _____ agree that, if hired, my employment will be at-will and may be terminated with or without notice at any time by me or by PBCI. I understand that only a written agreement expressly to the contrary signed by me and by the President of PBCI can vary this employment-at-will policy.”