

Application for Employment



United Republic Bank (“Bank”) is an equal opportunity employer and does not discriminate against qualified applicants or employees on account of race, color, religion, sex, age, national origin, or disability.

Step 1: Complete all sections by hand or electronically.

Step 2: Return the completed application to United Republic Bank by faxing or mailing:

Fax: 402-505-6929

Mail: United Republic Bank
 111 N 181 St.
 Elkhorn, NE 68022

Section 1 | Personal Information

Name			
	Last	First	Middle
Email Address			
Address			
City	State	Zip	
Home Phone	Cell Phone		
Date of Birth	Social Security #		
For which position are you applying?			
Have you ever previously applied for or worked for the Bank?			
What is your availability for work?			
Do you plan to work elsewhere while employed for the Bank?			

Section 2 | Education

Name and Location	Course of Study	Years Completed	Degree or Diploma

Section 3 | Specialized Skills

List all specialized skills you possess and equipment (including computer programs) which you operate proficiently.

Skills	Equipment/Software

Section 4 | References

(Must not be related to you)

Name	Phone	Years Known	Relationship/Title
1			
2			
3			

Section 5 | Employment History

Provide complete information on all employment during the past 10 years or 3 employers, whichever is greater. Begin with your current or most recent employment. Include full-time, part-time, and temporary employment. *Please explain all gaps in your employment.*

Employer 1			
Address		Phone Number	
City, State, Zip		Employed From	
Supervisor		Employed To	
Job Title			
Describe your work		Reason for Leaving	

May we contact this Employer? Yes No

Employer 2			
Address		Phone Number	
City, State, Zip		Employed From	
Supervisor		Employed To	
Job Title			
Describe your work		Reason for Leaving	

May we contact this Employer? **Yes** **No**

Employer 3			
Address		Phone Number	
City, State, Zip		Employed From	
Supervisor		Employed To	
Job Title			
Describe your work		Reason for Leaving	

May we contact this Employer? **Yes** **No**

Have you ever been terminated from employment or asked to resign by an employer? If yes, please provide employer name, location, dates and describe circumstances.

Provide any additional information you believe will assist the Bank in considering your application, including memberships in professional and civic organizations, specialized training, apprenticeships or other qualifications.

Section 6 | Application Process

Applications for employment will be actively considered for the positions listed for 90 days after submission to the Bank. Applicants seeking other positions or consideration after this time period has expired must submit another application. The Bank may not interview all applicants for a vacancy. Those applicants to be interviewed will be contacted by the Bank.

Applicant Verification

I certify that the information provided on this employment application and all exhibits and resumes submitted to the Bank are true, correct and complete. I understand that false, misleading, incomplete or omitted information on this application, exhibits or resumes will result in rejection of my application or termination, if hired, regardless of the date of discovery.

I authorize all persons and organizations, including but not limited to my former and present employers and personal references, to provide the Bank and its agents with complete information concerning my character, employment record and suitability for employment with the Bank. I understand that this authorization does not include a consumer report under the federal Fair Credit Reporting Act. If the Bank desires to conduct a consumer report or background check about me under the federal Fair Credit Reporting Act, I will receive a separate notice and authorization for that report.

I understand that this application is not an offer of employment or an employment contract with the Bank. I further understand that employment with this bank is "at will" and based on mutual consent. Either the Bank or I can terminate any employment relationship other than "at will".

I understand that if I am hired by the Bank, I will be required to complete a Federal I-9 form and provide documentation verifying my right to live and work in the United States.

Any conditional employment offer by the Bank is subject to successful completion of all employment prerequisites, including but not limited to, verifying employment and professional/personal references and verifying criminal record through a consumer reporting agency.

If employed, I will comply with the Bank's policies, rules and procedures.

Notice to Applicants for Employment | Permission to Obtain a Consumer Report

In order to properly evaluate your application for employment, we may obtain a consumer credit report on you from a consumer reporting agency. We will not do this without your permission. If applicable, we will send you, under separate communication and disclosure, authorization to pull a consumer report.

Authorization | Signature

_____	_____
Signature	Date