



Employment Application

1900 S. Jones Blvd., Las Vegas NV, 89146

Tel: 702.871.4746 Fax: 702.871.0497

Email: hrdepartment@pluscu.org

Web: www.pluscu.org

- Answer each item accurately and completely. Failure to do so may result in your not being considered for the position, or in your termination if inaccurate or omitted information is discovered after your employment has begun.
- Plus Credit Union is an equal opportunity employer. We consider applicants for all positions without regard to race, color, religion, creed, gender, national origin, age, disability, marital or veteran status, sexual orientation or any other legally protected status.
- In accordance with the Immigration Reform and Control Act of 1986, any offer of employment is conditional upon satisfactory proof of applicant's identity and legal ability to work in the United States of America.
- Plus Credit Union believes that the information solicited from the applicant is fully compliant with all federal and state equal employment laws and with the Fair Credit Reporting Act.

Name {First Middle initial Last}	Date	Social	
Address	City	State	ZIP
Email	Home Phone	Cell Phone	

Employment Interest

What position are you applying for?	Full Time or Part Time	Desired Salary		Are you currently employed?	May we contact your current employer?
Available Start Date	Days Available		Times Available		How were you referred?
	<input type="checkbox"/> Mon <input type="checkbox"/> Tue <input type="checkbox"/> Wed <input type="checkbox"/> Thu <input type="checkbox"/> Fri <input type="checkbox"/> Sat		Start	End	
		Yes or No	If yes please explain when and where.		
Have you ever submitted an application with Plus Credit Union?					
Have you ever been employed by Plus Credit Union?					
Do you have any relatives or acquaintances employed with Plus Credit Union?					

Education

Type	Name	City and State	Major	Completed	Degree/Certificate	GPA
High School						
Comm College						
College / Univer						
Graduate School						
Other						
Typing WPM	Computer Software Applications		Office Equipment used (PC, Fax, Copiers etc)			
Special skills, license and or certifications			Other than English I am fluent in the following languages:			

Other Personal Information	
Are you at least 18 years of age?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Can you submit verification for your legal right to work in the United States?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Are you able to perform the essential function of the position?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Have you ever had any bond coverage modified or revoked?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Have you ever had an application for a bond declined?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Criminal History	
Have you EVER been convicted of a misdemeanor, gross misdemeanor, or felony?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Have you been convicted of a moving traffic violation with in the last five years?	<input type="checkbox"/> Yes <input type="checkbox"/> No
If yes please ATTACH a STATEMENT describing the circumstances and provide the dates, times and locations for each violation or offense. A criminal conviction is not an automatic bar from employment. Each case is considered on its individual merits. FAILURE TO PROVIDE THE INFORMATION REQUESTED IS A BASIS FOR REJECTION OF AN APPLICATION.	

Business Reference				
Name		Address		
Relationship		City	State	ZIP Code
Company		Telephone		Ext

Business Reference				
Name		Address		
Relationship		City	State	ZIP Code
Company		Telephone		Ext

Personal Reference				
Name		Address		
Relationship		City	State	ZIP Code
		Telephone		Ext

Work Experience				
Even if you submit a resume, please list your work experience below. Begin with your present or most recent employer and cover the last 10 years. Please include any summer, part-time or volunteer experience. If you are hand writing the application and need extra space then print this page again.				
Present or Most Recent Employer		From	To	Starting Job Title
Address		Starting Salary / Hourly		Ending or Current Job Title
City	State	Zip	Ending Salary / Hourly	Reason for leaving or Wanting to leave
Name of Supervisor	Telephone	Ext		
Major Responsibilities				

Work Experience				
Next Most Recent Employer		From	To	Starting Job Title
Address		Starting Salary / Hourly		Ending or Current Job Title
City	State	Zip	Ending Salary / Hourly	Reason for leaving or Wanting to leave
Name of Supervisor	Telephone	Ext		
Major Responsibilities				

Work Experience				
Next Most Recent Employer		From	To	Starting Job Title
Address		Starting Salary / Hourly		Ending or Current Job Title
City	State	Zip	Ending Salary / Hourly	Reason for leaving or Wanting to leave
Name of Supervisor	Telephone	Ext		
Major Responsibilities				

Acknowledgements and Agreements

- I declare under penalty of perjury that the facts contained in this application, resume or other submitted documents are true and complete to the best of my knowledge. I understand that any false information or significant omissions will disqualify me from further consideration for employment, and is justification for my dismissal from employment if discovered by a later date. ☐ Yes
- I voluntarily and knowingly authorize the release of all information requested by the company or agency acting on Plus Credit Union's behalf of the purpose of preparing an investigation report. I understand that my application for employment is not complete until I have completed any additional paperwork required for the purpose of completing the investigative report. I understand I have the right to request a complete disclosure of the nature and scope of the investigation, along with information in my investigative file, upon reasonable notice to Plus Credit Union. ☐ Yes
- I authorize the investigation of all statements contained in this application, resume or other submitted documents and authorize any person, school, current and past employer and organizations to provide Plus Credit Union with records, information and opinion that may be useful in making a hiring decision. I release all informants of liability for any damages that may result from furnishing information and opinion that is truthful or made in good faith. ☐ Yes
- I hereby give Plus Credit Union the authorization to obtain a consumer credit report on me. By obtaining this report I understand that no promises regarding employment have been made to me. ☐ Yes
- If I am extended a job offer, I understand that I will be tested for drugs and alcohol before beginning work. If any illegal drugs or prescription drugs that are not lawfully obtained or properly used, or a blood alcohol of 0.04 or higher are present, or I refuse to sign a consent form to be tested, I will be considered to have failed the employment screening process. Passing the screening process is a condition of employment ☐ Yes
- I hereby understand and acknowledge that, unless otherwise defined by applicable law, any employment relationship with this organization is of an "at will" nature, ☐ Yes

"At Will" relationship excludes post-probationary employees converted by the Collective Bargaining Agreement.

Print or type your name

Signature

Date



Employment Questionnaire

The following information will be used by Plus Credit Union for pre-employment background check purposes only. Federal and state laws make it unlawful to discriminate in employment on the basis of race, color, religion, sex, national origin, handicap, or age. Your participation is VOLUNTARY. This information will be kept separate and confidential and will not be used to make any employment decision.

Date of Birth	Sex
	<input type="checkbox"/> Female <input type="checkbox"/> Male

Disability	
Do you need an accommodation in the application or testing process for the job for which you are applying for any disability you may have?	<input type="checkbox"/> Yes <input type="checkbox"/> No
If yes please explain	