



2096 Mission Street Se, Salem Oregon 97302  
(503)364-7999

Date of Application: \_\_\_\_\_

Position Applying for: \_\_\_\_\_ Full Time or Part Time: \_\_\_\_\_

Date Available for Work: \_\_\_\_\_ Salary Requirements: \_\_\_\_\_

Name: \_\_\_\_\_ Address: \_\_\_\_\_

Phone: \_\_\_\_\_ E-mail address: \_\_\_\_\_

Are you currently Employed? Yes \_\_\_\_\_ No \_\_\_\_\_

Have you been employed with us before? Yes \_\_\_\_\_ No \_\_\_\_\_

If an offer of employment is made to you, can you provide legally required documentation that you are authorized to work in the United States? Yes \_\_\_\_\_ No \_\_\_\_\_

**Skills and Special Training:**

List any skills, special licenses, certifications, etc. that you feel would qualify you for the position?

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Employment History:**

Employer Name & Address: \_\_\_\_\_

Position & Duties \_\_\_\_\_

Dates Employed: From \_\_\_\_\_ To \_\_\_\_\_

Reason for Leaving \_\_\_\_\_

May we contact? Yes \_\_\_\_\_ No \_\_\_\_\_ Phone: \_\_\_\_\_

Employer Name & Address: \_\_\_\_\_

Position & Duties \_\_\_\_\_

Dates Employed: From \_\_\_\_\_ To \_\_\_\_\_

Reason for Leaving \_\_\_\_\_

May we contact? Yes \_\_\_\_\_ No \_\_\_\_\_ Phone: \_\_\_\_\_

**Employment History Continued:**

Employer Name & Address: \_\_\_\_\_

Position & Duties \_\_\_\_\_

Dates Employed: From \_\_\_\_\_ To \_\_\_\_\_

Reason for Leaving \_\_\_\_\_

May we contact? Yes \_\_\_\_\_ No \_\_\_\_\_ Phone: \_\_\_\_\_

**Education:**

High School \_\_\_\_\_ Years Completed \_\_\_\_\_

College/University \_\_\_\_\_ Years Completed \_\_\_\_\_

Other: \_\_\_\_\_ Years Completed \_\_\_\_\_

**Personal/Professional References:**

Name: \_\_\_\_\_ Title \_\_\_\_\_ Phone \_\_\_\_\_

Name: \_\_\_\_\_ Title \_\_\_\_\_ Phone \_\_\_\_\_

Name: \_\_\_\_\_ Title \_\_\_\_\_ Phone \_\_\_\_\_

I certify that the information contained in this application is true and complete. I understand and agree that any misrepresentation or omission by me in this application will result in my disqualification from future consideration or termination of my employment. I authorize Valley Credit Union to contact any of my past employers and/or schools, and authorize my past employers and/or schools to furnish any information concerning my previous employment and/or education. I release Valley Credit Union and all employers and schools from liability for any damages that may result from furnishing information to Valley Credit Union. Additionally, I authorize Valley Credit Union to obtain bond ability reports to determine employment eligibility. In the event of my employment, I agree to conform to the policies and procedures of Valley Credit Union as set forth now or hereafter in any of their policy and/or procedures manuals and communications. I understand that this application in no way represents a contract of employment between Valley Credit Union and me. I also understand that, if I am hired, the employment relationship will be at-will, which means that it may be terminated by the credit union at any time, with or without cause, with or without notice. I understand that, if selected, I will be required to provide proof of my identity and my legal right to work in the United States prior to actual employment with Valley Credit Union. I acknowledge that I have read and understand the above statements.

**Applicant's Signature:**

**Date:**

\_\_\_\_\_