

# TONGASS FEDERAL CREDIT UNION

## EMPLOYMENT APPLICATION



**Tongass**  
Federal Credit Union

### APPLICANT INFORMATION

Last Name				First				M.I.	Date		
Street Address							Apartment/Unit #				
City				State				ZIP			
Phone				E-mail Address							
Date Available				Social Security No.				Desired Salary			
Position Applied for											
Are you a citizen of the United States?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	If no, are you authorized to work in the U.S.?	YES <input type="checkbox"/>	NO <input type="checkbox"/>						
Have you ever worked for this company?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	If so, when?								

### EDUCATION

High School				Address							
From		To		Did you graduate?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	Degree				
College				Address							
From		To		Did you graduate?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	Degree				
Other				Address							
From		To		Did you graduate?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	Degree				

### SKILLS

Please select all that you are proficient in

Excel	<input type="checkbox"/>	<b>Please list other related skills:</b>
Word	<input type="checkbox"/>	
Database (list type)	<input type="checkbox"/>	
10-Key	<input type="checkbox"/>	
PC with Windows	<input type="checkbox"/>	

### REFERENCES

Please list three professional references.

Full Name				Relationship		
Company				Phone		
Address						
Full Name				Relationship		
Company				Phone		
Address						
Full Name				Relationship		
Company				Phone		

Address	
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PREVIOUS EMPLOYMENT			
Company		Phone	
Address		Supervisor	
Job Title	Starting Salary	\$	Ending Salary \$
Responsibilities			
From	To	Reason for Leaving	
May we contact your previous supervisor for a reference? YES <input type="checkbox"/> NO <input type="checkbox"/>			
Company		Phone	
Address		Supervisor	
Job Title	Starting Salary	\$	Ending Salary \$
Responsibilities			
From	To	Reason for Leaving	
May we contact your previous supervisor for a reference? YES <input type="checkbox"/> NO <input type="checkbox"/>			
Company		Phone	
Address		Supervisor	
Job Title	Starting Salary	\$	Ending Salary \$
Responsibilities			
From	To	Reason for Leaving	
May we contact your previous supervisor for a reference? YES <input type="checkbox"/> NO <input type="checkbox"/>			

MILITARY SERVICE	
Branch	From To
Rank at Discharge	Type of Discharge
If other than honorable, explain	

DISCLAIMER AND SIGNATURE		
<p>Credit Union employees must be bonded through our insurer. A personal and employment reference check will be performed. If you are a final candidate, a credit report will be done and may request a copy. A criminal check also will be performed. You will be asked to provide a current photo identification such as an Alaska driver's license or US Passport, a Social Security card, and other documentation as required by federal law. Statements made on this application or supporting material such as a resume are to be accurate and true; falsifying information will be subject to immediate dismissal of this application or termination if hired.</p> <p>I hereby authorize Tongass Federal Credit Union to obtain information related to employment, reference, credit and background checks as necessary in considering my application for employment. In signing, I certify I have read this disclosure and the statements made are true and accurate.</p>		
<table> <tr> <td>Signature</td> <td>Date</td> </tr> </table>	Signature	Date
Signature	Date	