

# **EMPLOYMENT APPLICATION**

Please answer each question completely and accurately.

PERSONAL & EMPLOYM	ENT DATA					DATE			
NAME						HOME PHONE		BUS. PHC	DNE
ADDRESS					CITY		STATE		ZIP CODE
Are you over 18 yrs. of age?	YES NO	Do you ł	have a legal right to	permanently	live and v			YES	
POSITION OR TYPE OF WORK DESIRED			Regular Temporary		Time Time	DATE AVAILABLE		SALARY E <b>\$</b>	DESIRED
How Were You Referred To Us?	Newspaper Agency	Schoo Bank	ol Employee	On your ov Other	vn	NAME(S) OF REFERRAL S	SOURCE(	S) CHECKED	)

## **EDUCATIONAL & PROFESSIONAL HISTORY**

			GRADUATED YES/NO*	GRADE/HOURS COMPLETED	
HIGH SCHOOL					
0011002	NAME:				
	CITY: STATE:				
*If you did not gra	aduate, do you have a high school equivalency	diploma or certifica	ate? YES	NO	DEGREE / CURRICULUM
	NAME :				
COLLEGES	CITY: STATE:				
AND	NAME:				
UNIVERSITIES	CITY: STATE:				
	NAME:				
	CITY: STATE:				
OTHER	NAME:				
OTHER	CITY: STATE:				
TRAINING	NAME:				
	CITY: STATE:				
PROFESSIONAL LICENSES AND CERTIFICATIONS		AFFILIATIONS WITH PROFESSIONAL ORGANIZATIONS			
SKILLS AND ABILITIES	Personal Computer Skills / Software				

### REFERENCES

List three people other than relatives who know of your qualifications for the position(s) for which you are applying.

PROFESSIONAL/BUSINESS	City	ADDRESS	State	Zip	PHONE NO.	PROFESSIONAL RELATIONSHIP	YEARS KNOWN

## LOCATION PREFERENCES

First	
Second	
Third	

## **EMPLOYMENT HISTORY**

NOTE: IF YOU DO NOT WANT YOUR CURRENT EMPLOYER CONTACTED, PLEASE CHECK HERE.

List current or most recent employment first and continue in that sequence.

FIRM NAME	JOB TITLE			ARTING DATE	ENDING DATE	
				YR.	MO.	YR.
ADDRESS						
CITY	STATE	ZIP CODE		TELEPHONE NO.		
SUPERVISOR'S NAME		REASON FOR LEAVING				
DUTIES						
FIRM NAME	JOB TITLE		STA	ARTING DATE	ENDING D	ATE
			МО		MO.	YR.
ADDRESS			MIC		WO.	in.
CITY	STATE	ZIP CODE		TELEPHONE NO.		
SUPERVISOR'S NAME		REASON FOR LEAVING				
DUTIES						
FIRM NAME	JOB TITLE		STA	ARTING DATE	ENDING D	ATE
ADDRESS			MO	YR.	MO.	YR.
CITY	STATE	ZIP CODE		TELEPHONE NO.		
SUPERVISOR'S NAME		REASON FOR LEAVING				
DUTIES						

### **BACKGROUND INFORMATION**

Your answers to the following questions will not eliminate you from consideration for employment, with the exception of, a conviction of a felony or a conviction which involves dishonesty or breach of trust. The Farm Credit Act prohibits such person(s) being employed with Farm Credit Institutions.

Do you hold an elective or appointive Federal, State or Local Government office? Yes No If yes, give name of office.
Are you an Officer or Director of any bank or other lending organization? Yes No If yes, give name and location of the organization.
Are you or any member of your family a borrower of any organization under the supervision of the Farm Credit Administration? Yes No If yes, explain.
Have you ever been convicted, or named in a pending proceeding, which is a felony or involves dishonesty or breach of trust? Yes No If yes, explain.
Are there any unsatisfied judgements of record against you? Yes No If yes, explain.
Did you serve in any branch of the U.S. Armed Forces? Yes No If yes, which branch?
Do you have any relative(s) employed by Farm Credit Services or Farm Credit Administration? Yes No If yes, give name and location of facility.

### WRITTEN SUMMARY

Please describe why you feel you are qualified for the type of work for which you are applying.

I understand that if I am selected for employment, such employment will be for an indefinite period and may be terminated at any time by either party in accordance with the rules and regulations governing terminations "at will". I certify that the forgoing answers are correct to the best of my knowledge and belief.

SIGNATURE \* \_\_\_\_\_ DATE \_\_\_\_\_

### EQUAL OPPORTUNITY EMPLOYER

You have my permission to obtain information pertaining to my character, integrity, dependability and ability from the references and employers who are listed above and those employers are hereby authorized to release information.

SIGNATURE\*\_\_\_\_\_ DATE\_\_\_\_\_



### Affirmative Action: Voluntary Self Identification Form

Premier Farm Credit, ACA is an Equal Opportunity Employer. As required by law, we must record certain information to be made a part of our Affirmative Action Program.

Applicants for employment are also invited to participate in the Affirmative Action Program by reporting their status as disabled, disabled veteran, veteran of the Vietnam era or other minority. In extending this invitation you are also advised that: (a) workers (applicants) are under no obligation to respond, but may do so in the future if they choose; (b) responses will remain confidential within the Human Resources Department; and (c) responses will be used only for the necessary information to include in our Affirmative Action Program. We are a company that values diversity. We actively encourage women and minorities to apply. Refusal to provide this information will have no bearing on your application and will not subject you to any adverse treatment.

Thank you for your cooperation.

#### Section 1: General Applicant Information

Name:	Date:
Position applied for:	

Section 2: Please check all that apply (See reverse for definitions)

Race or Ethnic Identity	Gender		**Veteran Status		
☐ Hispanic or Latino	Male		ΠA	ctive Duty Wartime or Campaign Badge Veteran	
□ White (not Hispanic or Latino)	Female		ΠA	rmed Forces Service Medal Veteran	
□ Black or African American (not			D D	isabled Veteran	
Hispanic or Latino)			D R	ecently Separated Veteran	
□ Native Hawaiian or Pacific Islander (not Hispanic or Latino)				am a protected veteran, but choose not to identify	
□ Asian (not Hispanic or Latino)				am not a protected veteran	
□ American Indian or Alaskan Native (not Hispanic or Latino)					
□ Two or More Races (not Hispanic or Latino)					
□ I do not wish to Self-Identify					
Signature:					
How did you hear of our opening? Curr	ent Emplo	oyee, New	spa	per Ad, Other - Explain Below:	
For Human Resources Use Only:	Date Rec	eived:		Job Group	

#### **EEOC RACE / ETHNIC IDENTIFICATION CATEGORIES**

**Hispanic or Latino** – A person of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin regardless of race.

White (Not Hispanic or Latino) - A person having origins in any of the original peoples of Europe, the Middle East, or North Africa.

Black or African American (Not Hispanic or Latino) A person having origins in any of the black racial groups of Africa.

**Native Hawaiian or Other Pacific Islander (Not Hispanic or Latino) -** A person having origins in any of the peoples of Hawaii, Guam, Samoa, or other Pacific Islands.

**Asian (Not Hispanic or Latino)** - A person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian Subcontinent, including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam.

American Indian or Alaska Native (Not Hispanic or Latino) - A person having origins in any of the original peoples of North and South America (including Central America), and who maintain tribal affiliation or community attachment.

Two or More Races (Not Hispanic or Latino) -All persons who identify with more than one of the above races.

#### **PROTECTED VETERAN CATEGORIES**

Active Duty Wartime or Campaign Badge Veteran - A veteran who served on active duty in the U.S. military, ground, naval or air service during a war or in a campaign or expedition for which a campaign badge has been authorized under the laws administered by the Department of Defense.

**Armed Forces Service Medal Veteran -** any veteran who, while serving on active duty in the U.S. military, ground naval or air service, participated in a United States military operation for which an Armed Forces service medal was awarded pursuant to Executive Order 12985 (61FR 1209, 3 CFR, 1996 Comp., p. 159).

**Disabled Veteran -** (1) a veteran of the U.S. military, ground, naval or air service who is entitled to compensation (or who but for the receipt of military retired pay would be entitled to compensation) under laws administered by the Secretary of Veterans Affairs, or (2) a person who was discharged or released from active duty because of a service connected disability.

**Recently Separated Veteran -** A veteran during the three-year period beginning on the date of such veteran's discharge or release from active duty in the U.S. military, ground, naval or air service.