



1020 West Olive Avenue Burbank, California 91506 (818) 238-2950 Fax: (818) 238-2979 www.mediacitycu.org

EMPLOYMENT APPLICATION

Prospective employees will receive consideration without discrimination because of race, creed, color, sex, age, national origin, handicap, or veteran status.

PERSONAL INFORMATION [please print]

Name	Social Security #
Present address	
Telephone number	Other Telephone number
Do you have the legal right to work in the United States? <i>[Proof of identity and right to work in US is a condition of employment]</i>	<input type="checkbox"/> Yes <input type="checkbox"/> No
Are you at least 18 years of age? <i>[Proof of age and a work permit may be required before hiring]</i>	<input type="checkbox"/> Yes <input type="checkbox"/> No
Are you able to fully perform job requirements with or without reasonable accommodation? <i>[See attached statement of job requirements]</i>	<input type="checkbox"/> Yes <input type="checkbox"/> No
Are you able to meet the attendance requirements of the position? <i>[see attached attendance statement]</i>	<input type="checkbox"/> Yes <input type="checkbox"/> No
Have you ever had any bond coverage declined, modified, or revoked?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Have you ever been convicted of a felony that has not been judicially expunged, sealed, or eradicated? <i>[A conviction does not automatically disqualify you from employment]</i>	<input type="checkbox"/> Yes <input type="checkbox"/> No

EMPLOYMENT DESIRED

Position applying for:
Days and hours available:
If hired, on what date can you start?
Salary desired:

EDUCATION

	Name & Address of School	Grad (yes/no)	Major	Degree
High School				
College				
Graduate School				
Other Training or Education				

EMPLOYMENT HISTORY

Company (most recent):	Address:
From/to:	Supervisor's name/phone:
Position:	Final salary:
Reason for leaving:	May we contact? <input type="checkbox"/> yes <input type="checkbox"/> no
Company:	Address:
From/to:	Supervisor's name/phone:
Position:	Final salary:
Reason for leaving:	May we contact? <input type="checkbox"/> yes <input type="checkbox"/> no
Company:	Address:
From/to:	Supervisor's name/phone:
Position:	Final salary:
Reason for leaving:	May we contact? <input type="checkbox"/> yes <input type="checkbox"/> no
Company:	Address:
From/to:	Supervisor's name/phone:
Position:	Final salary:
Reason for leaving:	May we contact? <input type="checkbox"/> yes <input type="checkbox"/> no

APPLICANT'S CERTIFICATION *[please read before signing]*

I certify that the information contained in this employment application and any other information that I submit is true and correct. I acknowledge that Media City Community Credit Union will rely upon this information in evaluating my application.

Unless I specifically said "no," I agree that Media City Community Credit Union may contact my present and past employers to check this information and any matter related to my employment. I also authorize any person or company to give Media City Community Credit Union any information that it requests about me. I waive and release all persons and companies from any liability or damages that may result from the use, disclosure, or release of this information, whether it's favorable or unfavorable to me.

I hereby give authorization to make such investigations and inquiries of my personal history, employment history, credit history, and other related matters as may be necessary to verify my resume or application and to conduct a background investigation. At my request, Media City Community Credit Union will provide the name of the agency engaged in any investigation on my behalf so I may obtain from them the nature and substance of the information contained in the report.

I understand that if Media City Community Credit Union hires me, I have no guarantee about the length of my employment and that Media City Community Credit Union or I may end the employment relationship at will, any time, with or without cause, and with or without notice. So, I do not need any reason to end my employment, nor does Media City Community Credit Union need any reason.

Applicant's signature	Date