



An Equal Opportunity Employer

EMPLOYMENT APPLICATION

Dear Applicant:

We appreciate your interest in employment with Community Credit Union of Florida. Our goal is to make the best hiring decision possible and to effectively match people and positions. A clear understanding of your background and work history is necessary to make an informed decision regarding your qualifications. **Please take the time to answer every question completely and accurately.**

In addition to this application, the employment process may include but is not limited to the following processes:

- | | |
|--|------------------------|
| 1. Testing for aptitude, personality and/or skills | 2. Multiple interviews |
| 3. Background checks and/or investigations | 4. Drug screen |
| 5. Credit checks | |

Please complete the [Voluntary EEO Identification Form](#) and turn in with this application.

Drug Screen

In addition, we ask all applicants to voluntarily submit to a drug test as part of the application process. Should you refuse to submit to the drug test or fail to qualify according to the minimum standards established by CCU, you will be disqualified from further consideration for employment.

Applicants should also understand that upon commencement of employment, they may be again required to submit to a drug test if involved in a Worker's Comp accident, upon return from a leave of absence or at their supervisor's discretion.

Applicant Statement

I certify that the facts set forth in my application for employment are true and complete. I understand that if employed, false or incomplete statements, or incorrect information given on this application shall be sufficient cause for termination. I authorize Community Credit Union of Florida to contact any and all of my previous employers, as well as any other credit or reference source. I hereby release from liability all persons and organizations furnishing references or other information concerning me.

I understand that the completion of this application is not to be construed as an expressed or implied contract of employment or a guarantee of employment. Furthermore, my term of employment, if hired, is "at-will" and shall be for no definite period.



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APPLICANT AUTHORIZATIONS CONSUMER REPORTS

In connection with your application for employment, we may conduct inquiries for the following information: **a credit report, a criminal background check, or other type of consumer report.** In the event that the information received is used in part or in whole in making an adverse decision with regard to your potential employment, before making an adverse decision, we will provide you with a copy of the consumer report and a description in writing of your rights under the Fair Credit Reporting Act. The Act gives you specific rights in dealing with consumer reporting agencies

Your signature below authorizes us to obtain consumer and/or investigative reports about you in order to consider you for employment and that you are willing to comply with Community Credit Union of Florida's drug testing policies. It also indicates that you have read and understand that employment with CCU is "at-will".

Applicant Signature

Date



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Please complete the application in full. If you require accommodations in order to complete this application, contact the Human Resources Department. Incomplete applications may be rejected.
Do not specify "See Resume."

PERSONAL INFORMATION

Please Print

Name	Date		
Current Address	City	State	Zip
Previous Address	City	State	Zip
Social Security #			
Telephone Numbers: Work		Home	
Cell			

Position desired (A position must be stated)	Salary Required
<input type="checkbox"/> Full-time <input type="checkbox"/> Part-time	If part-time what hours are you available?
If offered a position, when could you begin work?	

Are you legally eligible to be employed in the United States?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
(Proof of identity and eligibility will be required upon employment)		

As an adult, have you ever pled guilty or "nolo contendere" or been convicted, placed on probation, received a suspended sentence or forfeited bail in connection with any offense (except minor traffic violations) in any court?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Note: A conviction does not automatically exclude you from employment.		
If you answered yes, please provide the date, charge, location and court action taken for each offense.		

Employment Record

1. Name of Company	Dates of Employment (month/year)
Address	Phone
Job Title	Rate of Pay
Job Responsibilities	Reason for Leaving
Name and Title of Immediate Supervisor	
2. Name of Company	Dates of Employment (month/year)
Address	Phone
Job Title	Rate of Pay
Job Responsibilities	Reason for Leaving
Name and Title of Immediate Supervisor	
3. Name of Company	Dates of Employment (month/year)
Address	Phone
Job Title	Rate of Pay
Job Responsibilities	Reason for Leaving
Name and Title of Immediate Supervisor	
4. Name of Company	Dates of Employment (month/year)
Address	Phone
Job Title	Rate of Pay
Job Responsibilities	Reason for Leaving
Name and Title of Immediate Supervisor	
5. Name of Company	Dates of Employment (month/year)

Address		Phone	
Job Title		Rate of Pay	
Job Responsibilities		Reason for Leaving	
Name and Title of Immediate Supervisor			
6. Name of Company		Dates of Employment (month/year)	
Address		Phone	
Job Title		Rate of Pay	
Job Responsibilities		Reason for Leaving	
Name and Title of Immediate Supervisor			

May we contact your present employer? Yes ☐ No ☐

If any employment was under a different name, indicate name:

Education

Do you have a High School Diploma or GED			Yes <input type="checkbox"/>	No <input type="checkbox"/>
Name and Location of School: _____				
College	Graduated		Degree/Major	
	Yes <input type="checkbox"/>	No <input type="checkbox"/>		
	Yes <input type="checkbox"/>	No <input type="checkbox"/>		
	Yes <input type="checkbox"/>	No <input type="checkbox"/>		
Other training:				
Summarize special job-related skills and qualifications acquired from employment or other experience that is relevant to the position you are applying:				