



If you are submitting the application by mail, complete, print and address to  
 United Republic Bank, Attn: Human Resources, PO Box 540126, Omaha 68154

### Employment Application

United Republic Bank ("Bank") is an equal opportunity employer and does not discriminate against qualified applicants or employees on account of race, color, religion, sex, age, national origin or disability.

<b>Personal Information</b>				Date:	
	Last Name:		First Name:		MI:
	Home Phone:			Work Phone:	
	Address:				
	City:		State:		Zip:
	Social Security Number:			Position(s) Applied For:	
	Have you ever previously applied with or worked with the Bank?:				
	What is your availability for work?:				
	Do you plan to work for another organization while employed by the bank?:				
	<i>If yes, please indicate organization, position, days/hours of the week employed?:</i>				
	Organization:		Positions:		Days/Hours:
	If your application is considered favorably, when can you begin work?				

<b>Education</b>	School	Name and Location	Course of Study	Years Completed	Did you graduate?	Degree or Diploma
	High School					
	Business/Technical					
	College					

<b>Specialized Skills</b>	List all specialized skills you possess and equipment (including computer programs) which you operate proficiently:	
	Skills	Equipment/Software

<b>References</b>	Name	Phone	Relationship to you
	1		
	2		
	3		

Provide complete information on all employment during the past 10 years or 3 employers, whichever is greater. Begin with your current or most recent employment. Include full-time, part-time, and temporary employment. *Please explain all gaps in your employment history.*

Employment Information

Employer 1	Employer:		Phone Number:	
	Address, City, State, Zip:			
	Name of Supervisor:		Employed From:	
	Job Title:		Employed To:	
	Describe your work:			
	Reason for leaving:			
Employer 2	Employer:		Phone Number:	
	Address, City, State, Zip:			
	Name of Supervisor:		Employed From:	
	Job Title:		Employed To:	
	Describe your work:			
	Reason for leaving:			
Employer 3	Employer:		Phone Number:	
	Address, City, State, Zip:			
	Name of Supervisor:		Employed From:	
	Job Title:		Employed To:	
	Describe your work:			
	Reason for leaving:			

Have you ever been terminated from employment or asked to resign by any employer? If yes, please provide employer name, location, dates and describe circumstances:

We contact prior employers to obtain references regarding work history, conduct and suitability for employment. May we contact your present employer at this time? *Reference will be required from current employer before hiring.*

**Additional Information**

Provide any additional information you believe will assist the Bank in considering your application, including membership in professional or civil organizations, specialized training, apprenticeships or other qualifications:

**Application Process**

Applications for employment will be actively considered for the positions listed for 90 days after submission to the Bank. Applicants seeking other positions or consideration after this time period has expired must submit another application. The Bank may not interview all applicants for a vacancy. Those applicants to be interviewed will be contacted by the bank.

**Applicant Verification**

I certify that the information provided on this employment application and all exhibits and resumes submitted to the Bank are true, correct and complete. I understand that false, misleading, incomplete or omitted information on this application, exhibits or resumes will result in rejection of my application or termination, if hired, regardless of the date of discovery.

I authorize all persons and organizations, including but not limited to my former and present employers and personal references, to provide the Bank and its agents with complete information concerning my character, employment record and suitability for employment with the Bank. I understand that this authorization does not include a consumer report under the federal Fair Credit Reporting Act. If the Bank desires to conduct a consumer report or background check about me under the federal Fair Credit Reporting Act, I will receive a separate notice and authorization for that report.

I understand that this application is not an offer of employment or an employment contract with the Bank. I further understand that employment with this Bank is 'at will' and based on mutual consent. Either the Bank or I can terminate any employment relationship other than 'at will'.

I understand that if I am hired by the Bank, I will be required to complete a Federal I-9 form and provide documentation verifying my right to live and work in the United States.

Any conditional employment offer by the Bank is subject to successful completion of all employment prerequisites, including but not limited to, verifying employment and professional/personal references and verifying criminal record through a consumer reporting agency.

If employed, I will comply with the Bank's policies, rules and procedures.

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Date



**Notice to Applicants for Employment**

**Permission to Obtain Consumer Credit Report**

**Permission**

In order to properly evaluate your application for employment, we may obtain a consumer credit report on you from a consumer reporting agency. We will not do this without your permission. Please read and sign the following consent to grant us permission to obtain the report.

**Authorization**

In order to evaluate my application for employment, I authorize the Bank to obtain a consumer credit report on me from a credit reporting agency. This authorization is granted with the understanding that if you do obtain such a report you will use it solely in the evaluation of my application and you will never disclose its contents to anyone not participating in this evaluation.

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Date



**Notice and Authorization Regarding Background Check Report**

**Notice and Authorization**

I authorize United Republic Bank or its designated representative to contact any company, institution or individual it deems appropriate to investigate my employment history, character, qualifications, driving record and other relevant information, if job related. I give my full consent for all contacted persons including former employers to provide the information concerning this application and I waive my right to bring any cause of action against these individuals for any and all liability for damages arising from furnishing requested information.

I am advised that in accordance with the Fair Credit Reporting Act, and that as a normal part of the United Republic Bank employment procedure, a consumer report will be obtained for employment purposes. A “consumer report” is defined to include any written, oral or other communication of any information by a consumer reputation, personal characteristics or mode of living which is used as a factor to establish the consumer’s eligibility for employment. 15 U.S.C 168a(d)

I understand that if employed, United Republic Bank may obtain and use credit reports from time-to-time, and make whatever inquiries it considers appropriate to evaluate me for any promotion, reassignment or retention as an employee.

I hereby consent to and authorize United Republic Bank to obtain the information described above. I understand that the Bank may determine not to hire me based on the information contained in either the consumer report or the background check information. I understand that if I am denied employment based on information contained within the credit report, I will be provided a summary of my rights, in writing, under the terms of the Fair Credit Reporting Act.

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Date