

Employment Application

Please print clearly

Equal access to programs, services and employment is available to ALL persons. Those applicants requiring reasonable accommodation to the application and/or interview process should notify a representative of the HR Dept. @ 925-676-7038

Position(s) Applied for _____ Date of Application _____
 Full legal Name _____ Social Security # _____
 Address _____
 Telephone _____ Alternate telephone _____ Email _____
 Date available for work _____ Desired Salary range _____
 Days available for work (circle all applicable days) Mon Tue Wed Thurs Fri Sat Sun
 Type of employment desired (circle one) Full time Part time Temporary Seasonal Educational
 Times available for work. From _____ To _____
 Referral source (how did you hear about us?) _____
 If you are under 18, and it is required, can you furnish a work permit? Yes No
 If no, please explain _____
 Have you ever been employed by any branch of Land Home Financial before? Yes No
 Are you legally eligible for employment in this country? Yes No
 Please note: Answering "yes" to the following does not automatically disqualify you from employment. Factors such as date, seriousness and nature of the violation, rehabilitation and position applied for will be taken into account.
 Have you ever pled "guilty", "no contest" or been convicted of a crime? Yes No
 If yes, please provide dates & details _____

Employment History

Starting with your most recent Employer, provide the following:

Employer Name _____ Job Title _____

Employer Address _____

Supervisor Name _____ Supervisor telephone # _____ Yes No
 May we contact for reference? _____

Date employment began _____ Date employment ended _____ Reason _____

Starting rate of pay _____ Final rate of pay _____ Days/Hrs. worked _____

Summary of job responsibilities _____

Employer Name _____ Job Title _____

Employer Address _____

Supervisor Name _____ Supervisor telephone # _____ Yes No
 May we contact for reference? _____

Date employment began _____ Date employment ended _____ Reason _____

Starting rate of pay _____ Final rate of pay _____ Days/Hrs. worked _____

Summary of job responsibilities _____

Employer Name _____ Job Title _____

Employer Address _____

Supervisor Name _____ Supervisor telephone # _____ Yes No
May we contact for reference? _____

Date employment began _____ Date employment ended _____ Reason _____

Starting rate of pay _____ Final rate of pay _____ Days/Hrs. worked _____

Summery of job responsibilities _____

Skills and Qualifications

Please list any special training, skills, licenses and/or qualifications that may assist you in performing the position for which you are applying.

Computer Skills:

- Microsoft Word Microsoft Outlook
- Microsoft Excel LOS Systems _____
- Microsoft Access Other _____

Educational Background

Starting with your most recent school attended, provide the following information

Name of school (include city & state)	Years completed	Certificate/Degree/Diploma/GED or other Obtained	GPA Class Rank	Major/Minor

References

List the name & telephone number of three business/work references who are NOT related to you. If not applicable, list three school or personal references who are NOT related to you.

Name	Title	Relationship to you	Telephone number	Number of years known

Applicant Statement

I certify that all information that I have provided in order to apply for and secure work with Land Home Financial is true, complete and correct. I authorize, with out reservation Land Home Financial, it's representatives, employees or agents to contact and obtain information from all references (personal & professional), employers, public agencies, licensing authorities and educational institutions and to otherwise verify the accuracy of all information provided by my in this application, resume or job interview. I hereby waive all rights and claims I may have regarding Land Home Financial, it's agents, employees or representatives, for seeking, gathering and using truthful & non-defamatory information, in a lawful manner, in the employment process and all other persons, corporations or organizations for furnishing such information.

I understand that Land Home Financial does not unlawfully discriminate in employment on any basis prohibited by applicable local, state or federal law. I understand that this application only remains current for 30 days.

I understand that if I am hired I am free to resign at any time, with or without cause and with or without prior notice, and that the employer reserves the same right (except as may be required by law). This application does not constitute any agreement or contract with Land Home Financial for employment for any specified amount of time. I understand that no supervisor or representative of Land Home Financial is authorized to make any assurances to the contrary and that no implied, oral or written agreements contrary to the foregoing express language are valid unless they are signed by the President of Land Home Financial.

I also understand that if I am hired I will be required to provide proof if legal identity an legal authorization to work in the United States and that federal immigration laws may be require that I fill out an I-9 form.

I understand that any information provided by me that is found to be false, incomplete or misrepresented in any respect, will be sufficient cause to (a) eliminate me from further consideration for employment, or (b) may result in my immediate discharge from Land Home Financial whenever it is discovered.

DO NOT SIGN UNTIL YOU HAVE READ THE APPLICANTS STATEMENT.

I certify that I have read, fully understand and accept all terms of the forgoing Applicant Statement.

Signature of Applicant _____ Date _____