



## APPLICATION FOR EMPLOYMENT

Jewett City Savings Bank is an Equal Opportunity Employer and does not discriminate on the basis of race, color, religion, age, sex, marital status, sexual orientation or identity, national origin, ancestry, present or past history of mental disorder, disability, veteran status, or status in any other protected class with respect to hiring, compensation, promotion, discharge from employment or other terms and conditions of employment. For more information, please visit <http://www1.eeoc.gov/employers/poster.cfm>.

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Name \_\_\_\_\_ Date \_\_\_\_\_

Mailing Address \_\_\_\_\_ Home Phone \_\_\_\_\_

City, State, Zip \_\_\_\_\_ Cell Phone \_\_\_\_\_

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I am seeking a \_\_\_\_\_ Full-time job \_\_\_\_\_ Part-time job \_\_\_\_\_ Temporary/seasonal job

Position Applied For \_\_\_\_\_ Desired Salary \_\_\_\_\_

I am willing to work in \_\_\_\_\_ Jewett City \_\_\_\_\_ Preston \_\_\_\_\_ Pawcatuck  
\_\_\_\_\_ Plainfield \_\_\_\_\_ Brooklyn \_\_\_\_\_ Dayville \_\_\_\_\_ Putnam \_\_\_\_\_ Any

Days/hours of availability: \_\_\_\_\_

Date available for work: \_\_\_\_\_

Referred by: \_\_\_\_\_

Are you legally permitted to work in the U.S.?

\_\_\_\_\_ Yes \_\_\_\_\_ No

Are you related to a current JCS Bank employee?

\_\_\_\_\_ Yes \_\_\_\_\_ No

Have you ever been convicted of a crime involving dishonesty, breach of trust, or money laundering, or entered into a pretrial diversion or similar program? If yes, please explain.

\_\_\_\_\_ Yes\* \_\_\_\_\_ No

*\*An answer of "yes" will not necessarily result in the rejection of an application, but the nature of the incident will be considered as it relates to the job duties in question and in light of the requirements of state and federal law. You are not required to disclose a conviction for which records have been erased.*

**EMPLOYMENT INFORMATION**

If you are currently employed, may we contact your employer?    \_\_\_ Yes    \_\_\_ No

**Starting with your most recent job held, list all previous employers.**

Company \_\_\_\_\_ Employed from \_\_\_\_\_ to \_\_\_\_\_

Supervisor \_\_\_\_\_ Phone \_\_\_\_\_

Last Position Held \_\_\_\_\_

Responsibilities

\_\_\_\_\_

Reason for leaving \_\_\_\_\_

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Company \_\_\_\_\_ Employed from \_\_\_\_\_ to \_\_\_\_\_

Supervisor \_\_\_\_\_ Phone \_\_\_\_\_

Last Position Held \_\_\_\_\_

Responsibilities

\_\_\_\_\_

Reason for leaving \_\_\_\_\_

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Company \_\_\_\_\_ Employed from \_\_\_\_\_ to \_\_\_\_\_

Supervisor \_\_\_\_\_ Phone \_\_\_\_\_

Last Position Held \_\_\_\_\_

Responsibilities

\_\_\_\_\_

Reason for leaving \_\_\_\_\_

## GENERAL INFORMATION

In the space below, describe your interest in banking and the skills and aptitudes that you feel qualify you for a position at the Bank.

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## EDUCATION INFORMATION

Do you have a high school diploma or equivalent?     Yes     No

**Please provide the name and location of each educational institution you attend.**

High School \_\_\_\_\_

Business/Trade School \_\_\_\_\_

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College \_\_\_\_\_

Course of Study \_\_\_\_\_ Degree Received \_\_\_\_\_

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College \_\_\_\_\_

Course of Study \_\_\_\_\_ Degree Received \_\_\_\_\_

List any volunteer activities or professional organization memberships you'd like us to know about.

**Please read before signing.**

If you have any questions regarding this statement, please ask the Human Resources Officer before signing.

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**ACKNOWLEDGMENT**

I certify that the facts set forth in the above employment application are true, complete and accurate to the best of my knowledge and I authorize Jewett City Savings Bank to verify the accuracy of the information I have provided.

I authorize Jewett City Savings Bank to obtain reference information on my work performance and I authorize the educators, employers and references listed in this application to furnish the Bank with information regarding my education, employment history, or any other matter related to my application for employment with the Bank.

I understand that should an employment offer be extended to me and accepted, that it will be my responsibility to adhere to the policies, rules and regulations of employment at Jewett City Savings Bank. However, I further understand that neither the policies, rules and regulations of employment nor anything said during the interview process shall be deemed to constitute the terms of an implied employment contract. I understand that any offer of employment is for an indefinite duration and at will. Either I or Jewett City Savings Bank may terminate my employment at any time with or without notice or cause.

Signature of Applicant \_\_\_\_\_ Date \_\_\_\_\_

Please send your application to **jobs@jcsbank.com**  
or mail your application to:  
**Jewett City Savings Bank**  
**Attn: Human Resources**  
**111 Main Street**  
**PO Box 335**  
**Jewett City, CT 06351**

*Please contact our HR Department (860-376-7510; jobs@jcsbank.com) if accommodations are required in applying or interviewing for this job.*