

# **DeMotte State Bank**

Employment Application

Astanam Image: Instrument of the second of the secon	APPLICANT INFORMATION								
City       State       ZIP         Primary       Secondary       Phone         E-mail Address       Socondary       Part Time       Full Time         Position Applied for       Secondary       Part Time       Full Time       Part Time       Full Time         Position Applied for       Are you authorized to work in the U-S       YES       NO       Against you?       YES       NO       Against you?         Have you ever worked for this company       YES       NO       Address       YES       NO       Part Time       YES       NO       YES	Last Name First					M.I.	M.I. Date		
Primary Prinary Prinary       Secondary Prone       Date Available         E-mail Address       Security No.       Date Available         Position Applied for       Part Time   Full Time   Are you authorized to work in the U.S.? YES   NO   against you?       NO   against you?         Have you ever worked for this cover in the U.S.? YES   NO   Have you ever worked for this cover in the U.S.? YES   NO   Have you authorized to work in the U.S.? YES   NO   Have you authorized to work in the U.S.? YES   NO   Have you ever worked for this cover in the U.S.? YES   NO   Have you ever worked for this cover in the U.S.? YES   NO   Have you ever worked for this cover in the U.S.? YES   NO   Have you authorized to work in the U.S.? YES   NO   Have you authorized to work in the U.S.? YES   NO   Have you ever worked for this cover in the U.S.? YES   NO   Have you authorized to work in the U.S.? YES   NO   Have you ever worked for this cover in the U.S.? YES   NO   Have you ever worked for this cover in the U.S.? YES   NO   Have you authorized to work in the U.S.? YES   NO   Have you authorized to work in the U.S.? YES   NO   Have you authorized to work in the U.S.? YES   NO   Have you authorized to work in the U.S.? YES   NO   Have you authorized to work in the U.S.? YES   NO   Have you authorized to work in the U.S.? YES   NO   Have you authorized to work in the U.S.? YES   NO   Have you authorized to work in the U.S.? YES   NO   Have you authorized to work in the U.S.? YES   NO   Have you authorized to work in the U.S.? YES   NO   Have you authorized to work in the U.S.? YES   NO   Have you authorized to work in the U.S.? YES   NO   Have you authorized to work in the U.S.? YES   NO   Have you authorized to work in the U.S.? YES   YES   NO   Have you authorized to work in the U.S.? YES	Street Address					Apartmen	Apartment/Unit #		
Phone       Prone         E-mail Address       Security No.       Date Available         Position Applied for       Part Time _ Pull Time _ Are you authorized to work in the U.S.? YES _ NO _ argainst you?       Part Time _ Pull Time _ Are you authorized to work in the U.S.? YES _ NO _ argainst you?         Have you ever worked for this cover and the you graduate?       NO _ argainst you?       Part Time _ Pull Time _ Are you?         Have you ever worked for this cover and the you graduate?       NO _ argainst you?       NO _ argainst you?         FIDEACTION       NO _ argainst you?       NO _ argainst you?         From To No _ Did you graduate?       YES _ NO _ Degree       VES _ Source	City		State			ZIP			
Peritian Address Security No. Pade Available   Position Applied for   Position Applied for this US YES NO   Are vou authorized to work in the US YES NO   Address   FUCATION Did you graduate? YES NO   Pade S Did you graduate? YES NO   College Did you graduate? YES NO   College Did you graduate? YES NO   Other Did you graduate? YES NO   Port To Did you graduate? YES NO   Other Did you graduate? YES NO Degree      From To Did you graduate? YES No Did Pare ( Operation ( Security No. Pare ( Pa									
Are you authorized to work in the U.S.?       YES       NO       Are there any criminal charges pending against you?       YES       NO         Have you ever work of this cover       YES       NO       Bayender       Ween?       YES       NO         Have you ever work of this cover       YES       NO       Bayender       Ween?       YES       NO       NO         EDUCATION       Did you graduate?       YES       NO       Did you graduate?       YES       Did you graduate?       YES       NO       Did you graduate?       YES	E-mail Address					Date Available	te Available		
Are you awer worked for this company?       YES       NO       against you?       YES       NO         Have you ever worked for this company?       YES       NO       If so,       when?         EDUCATION       Did you graduate?       YES       NO       Degree       Company         From       To       Did you graduate?       YES       NO       Degree       Company         Promo       To       Did you graduate?       YES       NO       Degree       Company         Promo       To       Did you graduate?       YES       NO       Degree       Company         Address       To       Did you graduate?       YES       NO       Degree       Company         Address       To       Did you graduate?       YES       NO       Degree       Company       Ending Salary	Position Applied for								
Have you even worked for this company       YES       NO       when?         BUCATION         Address         High School       Did you graduate?       YES       NO       Degree         College       Jod you graduate?       YES       NO       Degree         College       To       Did you graduate?       YES       NO       Degree         Other       To       Did you graduate?       YES       NO       Degree         From       To       Did you graduate?       YES       NO       Degree         Promo       To       Did you graduate?       YES       NO       Degree         Other       To       Address       MO       Degree       To       NO       Degree         Address       To       NO       Degree       Supervisor       To       Supervisor         Address       To       Starting Salary       \$       Ending Salary       \$       Ending Salary       \$         Address       To       Reason for Leaving       YES       NO       YES       NO       YES       YES       NO       YES       YES       YES       YES       YES       YES       YES       YES       <	Are you authorized to work in the U.S.? Y	ES 🗌 🛛 🕅				harges pendin	g YES NO		
High School       Did you graduate?       YES       NO       Degree         College       Address       Address         From       To       Did you graduate?       YES       Degree          Other       To       Did you graduate?       YES       Degree          Other       To       Did you graduate?       YES       Degree          From       To       Did you graduate?       YES       Degree          Perverse       Form       To       Did you graduate?       YES       Degree          Gother       To       Did you graduate?       YES       Degree          From       To       Did you graduate?       YES       Phone (	Have you ever worked for this company? Y	ES 🗌 🛛 🕅		D If so,					
No       Did you graduate?       YES       No       Degree         College       Did you graduate?       YES       No       Degree         From       To       Did you graduate?       YES       No       Degree         Other       To       Did you graduate?       YES       No       Degree         Other       To       Did you graduate?       YES       No       Degree         From       To       Did you graduate?       YES       No       Degree         Perverse         Other of the you graduate?       YES       Degree         Provide State Stat	EDUCATION								
College       Address         From       To       Did you graduate?       YES       NO       Degree         Other       Address       Address       Did you graduate?       YES       NO       Degree         From       To       Did you graduate?       YES       NO       Degree       Degree         Promo       To       Did you graduate?       YES       NO       Degree       Degree         Promo       To       Did you graduate?       YES       NO       Degree       Degree         Promo       To       Did you graduate?       YES       NO       Degree       Degree         Promo       To       Did you graduate?       YES       NO       Degree       Degree       Degree         Promo       To       Did you graduate?       YES       NO       Degree	High School	A	Address						
From       To       Did you graduate?       YES       NO       Degree         Other	Did you gra	duate? Y	YES 🗌 🛛 🗌	Degr	ee				
Indim     To     Did you graduate?     It's     Degree       Other     Address       From     To     Did you graduate?     YE's     NO     Degree       PREVIOUS EMPLOYMENT     Phone ( )       Company     Starting Salary     \$ upervisor       Address     Starting Salary     \$ upervisor       Job Title     Starting Salary     \$ upervisor       Responsibilities     YE's     NO       Company     To a Reason for Leaving     YE's     NO       Address     YE's     NO     Supervisor       Company     To a Reason for Leaving     YE's     NO       Company     To a Reason for Leaving     YE's     NO       Address     Starting Salary     \$ upervisor       Job Title     YE's     NO     Ending Salary       Job Title     YE's     Starting Salary     \$ upervisor	College	A	Address						
From       To       Did you graduate?       YES       NO       Degree         PREVIOUS ENVIENT         Company       Phone ( a)         Address       Starting Salary       Phone ( a)         Address       Starting Salary       For all ( a)         Address       Starting Salary       Inding Salary §         Responsibilities       Starting Salary       Inding Salary §         May we contact your previous superstor for a reference?       YES ( a)       N ( a)         Address       YES ( a)       N ( a)         Address       YES ( a)       N ( a)         Job Title       YES ( a)       N ( a)         Address       YES ( a)       N ( a)         Job Title       YES ( a)       Starting Salary ( a)         Job Title       YES ( a)       Ending Salary ( a)         Starting Salary ( a)       Ending Salary ( a)       Ending Salary ( a)	From To Did you gra	duate? Y	YES 🗌 🛛 🗌	Degr	ee				
Previous       Previous       Previous       Phone	Other	A	Address						
Company       Phone ( )         Address       Supervisor         Job Title       Starting Salary       Ending Salary       Ending Salary         Responsibilities       To       Reason for Leaving       NO       Supervisor         May we contact previous supervisor for a reference       YES       NO       Supervisor         Company       Vertice       YES       NO       Supervisor         Address       Supervisor       Supervisor       Supervisor         Job Title       Vertice       Supervisor       Supervisor         Responsibilities       Starting Salary       \$ Ending Salary       \$ Ending Salary	From To Did you gra	duate? Y	YES 🗌 🛛 🗌	Degr	ee				
Address     Starting Salary     Ending Salary     Ending Salary       Job Title     Starting Salary     \$     Ending Salary     \$       Responsibilities     To     Reason for Leaving     NO        May we contact your previous supervisor for a reference?     YES     NO        Company     Form     Starting Salary     \$     Supervisor       Job Title     Starting Salary     \$     Ending Salary     \$       Responsibilities     Starting Salary     \$     Ending Salary     \$	PREVIOUS EMPLOYMENT								
Job Title       Starting Salary       \$       Ending Salary       \$         Responsibilities         From       To       Reason for Leaving       Image: Company	Company	Phone	Phone ( )						
Responsibilities       From     To     Reason for Leaving       May we contact your previous supervisor for a reference?     YES     NO       Company     VI     Phone ( )       Address     Supervisor     Supervisor       Job Title     Starting Salary     \$     Ending Salary \$	Address				Supervisor				
From To Reason for Leaving   May we contact your previous supervisor for a reference? YES NO   Company Phone ( )   Address Supervisor   Job Title Starting Salary \$   Responsibilities Kerner Serner S	Job Title Starting Sa			\$	\$ Ending Salary \$				
May we contact your previous supervisor for a reference? YES NO   Company Phone ( )   Address Supervisor   Job Title Starting Salary \$   Responsibilities	Responsibilities								
Company Phone ( )   Address Supervisor   Job Title Starting Salary   Responsibilities	From To Reason for	To Reason for Leaving							
Address     Supervisor       Job Title     Starting Salary     Ending Salary       Responsibilities     Starting Salary     Starting Salary	May we contact your previous supervisor for a reference? YES $\square$ NO $\square$								
Job Title     Starting Salary     \$     Ending Salary     \$       Responsibilities	Company				Phone ( )				
Responsibilities	Address				Supervisor				
	Job Title	Starting Salary	\$		Ending Sala	ary \$			
From To Reason for Leaving	Responsibilities								
	From To Reason for	or Leaving							
May we contact your previous supervisor for a reference? YES NO									

PREVIOUS EMPLOYMENT, CONT							
Company			Phone ( )				
Address				Supervisor			
Job Title Starting Salary				\$		Ending Salary \$	
Responsibilities							
From	То	Reason for Leaving	Reason for Leaving				
May we contact yo	our previous super	visor for a reference?	YES 🗌	NO 🗌			
Company			Phone ( )				
Address				Supervisor			
Job Title Starting S			Starting Salary	\$		Ending Salary \$	
Responsibilities							
From	То	Reason for Leaving	I				
May we contact your previous supervisor for a reference? YES NO							
REFERENCES							
Please list three professional references.							
Full Name			Relationship				
Company			Phone	( )			
Address							
Full Name			Relationship				
Company			Phone	( )			
Address							
Full Name			Relation	ship			
Company			Phone	( )			
Address							

THE EMPLOYER DOES NOT UNLAWFULLY DISCRIMINATE IN EMPLOYMENT AND NO QUESTION ON THIS APPLICATION IS USED FOR THE PURPOSE OF LIMITING OR EXCUSING ANY APPLICANT FROM CONSIDERATION FOR EMPLOYMENT ON A BASIS PROHIBITED BY LOCAL, STATE OR FEDERAL LAW.

I UNDERSTAND IT IS THIS COMPANY'S POLICY NOT TO REFUSE TO HIRE A QUALIFIED INDIVIDUAL WITH A DISABILITY BECAUSE OF THAT PERSON'S NEED FOR A REASONABLE ACCOMMODATION AS REQUIRED BY THE ADA.

I ALSO UNDERSTAND THAT IF I AM HIRED, I WILL BE REQUIRED TO PROVIDE PROOF OF IDENTITY AND LEGAL WORK AUTHORIZATION.

### **DISCLAIMER AND SIGNATURE**

I certify that my answers are true and complete to the best of my knowledge.

If this application leads to employment, I understand that false or misleading information in my application or interview may result in my release.

Signature

## Authorization to Obtain Consumer Report Information From an outside Source

By signing this document, I hereby authorize DeMotte State Bank to obtain information regarding my criminal history, creditworthiness, standing, or capacity character, general reputation, personal characteristics, or mode of living from any outside source that regularly provides such information. I understand that information from such a report may be used by DeMotte State Bank in making its decision regarding my employment.

(Signed)

(Date)

## **Voluntary Self-Identification of Disability**

Form CC-305 Page 1 of 1 OMB Control Number 1250-0005 Expires 05/31/2023

Name:

Employee ID:

(if applicable)

## Why are you being asked to complete this form?

Date:

We are a federal contractor or subcontractor required by law to provide equal employment opportunity to qualified people with disabilities. We are also required to measure our progress toward having at least 7% of our workforce be individuals with disabilities. To do this, we must ask applicants and employees if they have a disability or have ever had a disability. Because a person may become disabled at any time, we ask all of our employees to update their information at least every five years.

Identifying yourself as an individual with a disability is voluntary, and we hope that you will choose to do so. Your answer will be maintained confidentially and not be seen by selecting officials or anyone else involved in making personnel decisions. Completing the form will not negatively impact you in any way, regardless of whether you have self-identified in the past. For more information about this form or the equal employment obligations of federal contractors under Section 503 of the Rehabilitation Act, visit the U.S. Department of Labor's Office of Federal Contract Compliance Programs (OFCCP) website at www.dol.gov/ofccp.

## How do you know if you have a disability?

You are considered to have a disability if you have a physical or mental impairment or medical condition that substantially limits a major life activity, or if you have a history or record of such an impairment or medical condition. *Disabilities include, but are not limited to:* 

- Autism
- Autoimmune disorder, for example, lupus, fibromyalgia, rheumatoid arthritis, or HIV/AIDS
- Blind or low vision
- Cancer
- Cardiovascular or heart disease
- Celiac disease
- Cerebral palsy

- Deaf or hard of hearing
- Depression or anxiety
- Diabetes
- Epilepsy
- Gastrointestinal disorders, for example, Crohn's Disease, or irritable bowel syndrome
- Intellectual disability
- Please check one of the boxes below:

limbs Nervous system condition for

Missing limbs or partially missing

- Nervous system condition for example, migraine headaches, Parkinson's disease, or Multiple sclerosis (MS)
- Psychiatric condition, for example, bipolar disorder, schizophrenia, PTSD, or major depression
- Yes, I Have A Disability, Or Have A History/Record Of Having A Disability

No, I Don't Have A Disability, Or A History/Record Of Having A Disability

□ I Don't Wish To Answer

PUBLIC BURDEN STATEMENT: According to the Paperwork Reduction Act of 1995 no persons are required to respond to a collection of information unless such collection displays a valid OMB control number. This survey should take about 5 minutes to complete.

I	For Employer Use Only				
Employers may modify this section of the form as needed for recordkeeping purposes.					
For example:					
Job Title:	Date of Hire:				

## **Invitation to Self-Identify**

Name:			
Position:			
Date:			

**DeMotte State Bank** is a Federal contractor and an **Equal Opportunity Employer**. DSB is subject to Executive Order 11246, which requires government contractors to take affirmative action to ensure that equal opportunity is provided in all aspects of their employment. In addition, we are subject to Vietnam Era Veterans' Readjustment Assistance Act of 1974, as amended by the Jobs for Veterans Act of 2002, 38 U.S.C. 4212 (VEVRAA), which requires Government contractors to take affirmative action to employ and advance in employment protected veterans. In order to comply with these laws, DSB invites applicants to voluntarily self-identify their gender, race/ethnicity and protected veteran status. DSB does not discriminate on the basis of race, religion, color, sex, sexual orientation, gender identity, age, protected veteran status, non-disqualifying physical or mental disability, national origin, genetic information, or any other basis covered by appropriate law. All employment is decided on the basis of qualifications, merit, and business need.

Submission of this information is **voluntary** and refusal to provide it will not subject you to any adverse treatment. The information obtained will be kept confidential and may only be used in accordance with the provisions of applicable laws, executive orders, and regulations, including those that require the information to be summarized and reported to the federal government for civil rights enforcement. When reported, data will not identify any specific individual.

#### Check one of the following:

- Male
- Female
- \_\_\_\_\_ I choose not to self-identify

#### Check one of the following race/ethnic groups defined on the following page:

- \_\_\_\_\_ Hispanic or Latino
- \_\_\_\_\_ White (Not Hispanic or Latino)
- \_\_\_\_\_ Black or African American (Not Hispanic or Latino)
- \_\_\_\_\_ Native Hawaiian or Other Pacific Islander (Not Hispanic or Latino)
- \_\_\_\_\_ Asian (Not Hispanic or Latino)
- \_\_\_\_\_ American Indian or Alaska Native (Not Hispanic or Latino)
- \_\_\_\_\_ Two or More Races (Not Hispanic or Latino)
- \_\_\_\_\_ I choose not to self-identify

#### Check one of the following:

- I identify as one or more of the classifications of protected veterans as defined on the following page
- \_\_\_\_\_ I am not a protected veteran.
- \_\_\_\_\_ I choose not to self-identify

#### **Personal and Confidential**

This page contains sensitive information, store in secure "Affirmative Action Forms" files, separately from personnel records.

## **Reasonable Accommodation Notice**

Federal law requires employers to provide reasonable accommodation to qualified individuals with disabilities. Please tell us if you require a reasonable accommodation to apply for a job or to perform your job. Examples of reasonable accommodation include making a change to the application process or work procedures, providing documents in an alternate format, using a sign language interpreter, or using specialized equipment.

## **Ethnicity and Race Definitions**

- Hispanic or Latino A person of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin regardless of race.
- White (Not Hispanic or Latino) A person having origins in any of the original peoples of Europe, the Middle East, or North Africa.
- Black or African American (Not Hispanic or Latino) A person having origins in any of the black racial groups of Africa.
- Native Hawaiian or Other Pacific Islander (Not Hispanic or Latino) A person having origins in any of the peoples of Hawaii, Guam, Samoa, or other Pacific Islands.
- Asian (Not Hispanic or Latino) A person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian Subcontinent, including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam.
- American Indian or Alaska Native (Not Hispanic or Latino) A person having origins in any of the original peoples of North and South America (including Central America), and who maintain tribal affiliation or community attachment.
- **Two or More Races (Not Hispanic or Latino)** A person who identifies with more than one of the above five races.

### **Protected Veteran Definitions**

- **Disabled Veteran** one of the following:
  - a veteran of the U.S. military, ground, naval or air service who is entitled to compensation (or who but for the receipt of military retired pay would be entitled to compensation) under laws administered by the Secretary of Veterans Affairs; or
  - o a person who was discharged or released from active duty because of a service-connected disability.
- **Recently Separated Veteran** any veteran during the three-year period beginning on the date of such veteran's discharge or release from active duty in the U.S. military, ground, naval, or air service.
- Active Duty Wartime or Campaign Badge Veteran a veteran who served on active duty in the U.S. military, ground, naval or air service during a war, or in a campaign or expedition for which a campaign badge has been authorized under the laws administered by the Department of Defense.
- Armed forces service medal veteran a veteran who, while serving on active duty in the U.S. military, ground, naval or air service, participated in a United States military operation for which an Armed Forces service medal was awarded pursuant to Executive Order 12985.