

Submit an Application

The First National Bank of Mercersburg is an equal opportunity employer and does not discriminate on the basis of race, color, religion, sex, age, national origin, disability, veteran status, sexual orientation or any other classification protected by federal, state or local law. Please complete the application. If you have any questions or need assistance, please contact the Human Resource Officer.

<i>* Indicates Required Fields</i>	
Date:	Cover letter and/or Resume: attach (Optional)

General Information

* First Name:	
Middle Initial:	
* Last Name:	
* Address:	
* City:	
* State:	
* Zip Code:	
* Phone Number:	
* Social Security #:	
Email Address:	
* Desired Position:	
Date Available for Work:	
Salary Requirements:	
* Type of Work Desired:	<input type="radio"/> Full-Time <input type="radio"/> Part-Time
* Are you 18 years of age or older?	<input type="radio"/> Yes <input type="radio"/> No
During the last ten (10) years, have you ever been convicted of a crime other than a minor traffic offense? <i>Be advised that a conviction will not automatically disqualify you for employment. Factors such as age and date of conviction, seriousness and nature of the crime will be considered.</i>	<input type="radio"/> Yes <input type="radio"/> No
* Are you a United States Citizen or national, a lawful permanent resident, alien authorized to work in the United States?	<input type="radio"/> Yes <input type="radio"/> No

Employer *Please detail your last seven (7) years of employment history, including periods of unemployment, starting with the most recent and working backwards in time.

*1. Employer:	
* Position Held:	
* Dates Employed:	
* Salary:	
* Telephone Number:	
* May we contact?	
* Supervisor:	
* Reason For Leaving	
* Responsibilities:	

2. Employer:	
Position Held:	
Dates Employed:	
Salary:	
Telephone Number:	
May we contact?	
Supervisor:	
Reason For Leaving	
Responsibilities:	

3. Employer:	
Position Held:	
Dates Employed:	
Salary:	
Telephone Number:	
May we contact?	
Supervisor:	
Reason For Leaving	
Responsibilities:	

Education – Type of School	Name and Location	Degree / Major	# of Years Completed	Graduated?
High School				<input type="radio"/> Yes <input type="radio"/> No
College				<input type="radio"/> Yes <input type="radio"/> No
Graduate				<input type="radio"/> Yes <input type="radio"/> No
Business/Trade				<input type="radio"/> Yes <input type="radio"/> No
Other				<input type="radio"/> Yes <input type="radio"/> No

Please provide three (3) employment references whom we may contact for the purpose of obtaining information relating to your previous employment, (or educational or personal references, if not previously employed).

Name	Company	Phone Number(s)	Years Acquainted
Name	Company	Phone Number(s)	Years Acquainted
Name	Company	Phone Number(s)	Years Acquainted

Fair Credit Reporting Act

DISCLOSURE

As an applicant for employment or an employee of this The First National Bank of Mercersburg, you have rights under the Fair Credit Reporting Act (FCRA). By this document, The First National Bank of Mercersburg discloses to you that a consumer report may be obtained for employment purposes as part of the background investigation and at any time during your employment, if you are hired. If The First National Bank of Mercersburg obtains a consumer report about you, and if The First National Bank of Mercersburg considers any information in the consumer report when making an employment related decision that directly and adversely affects you, this The First National Bank of Mercersburg will provide you with a copy of the consumer report and a summary of your rights under the FCRA before the decision is finalized. You also may contact the Federal Trade Commission about your rights under the FCRA.

AUTHORIZATION

By submitting this application, I acknowledge that I have received the foregoing disclosure that The First National Bank of Mercersburg may obtain a consumer report as part of its pre-employment background investigation and/or during the course of my employment, if I am hired. By submitting this application, I voluntarily authorize The First National Bank of Mercersburg to obtain consumer reports about me and to consider the consumer report in its background investigation and/or when making decisions during the course of my employment, if I am hired. I understand that I have rights under the Fair Credit Reporting Act, including the rights discussed above.

I accept

Signature

Date

Please review the following applicant statement and sign only after you fully understand and accept the terms.

The First National Bank of Mercersburg does not discriminate in hiring or employment on the basis of race, color, religion, creed, national origin, age, sex, ancestry or on any other basis which would be in violation of any ordinance or law applicable to The First National Bank of Mercersburg or against any person because he or she is disabled, a disabled veteran, or a veteran of the Vietnam era. Any question in the application process relating to any of the foregoing is intended to secure information for use only in connection with affirmative action obligations and recordkeeping requirements under applicable federal law.

I certify that the statements made on this employment application are true and complete to the best of my knowledge. I authorize the investigation and release of all statements contained in the application for employment as necessary in making a hiring decision. I understand that if a job applicant is hired by The First National Bank of Mercersburg, any false or misleading statements on application or made during the hiring process may result in termination of employment.

I understand that, as a condition of my consideration for employment with The First National Bank of Mercersburg, or as a condition of my continued employment with the company, The First National Bank of Mercersburg may obtain a consumer report that includes, but is not limited to, my creditworthiness or similar characteristics, employment and education verifications, social security verification, criminal and civil history, personal interviews, DMV records, any other public records and any other information bearing on my credit standing, credit capacity, character, general reputation, personal characteristics and trustworthiness.

I hereby authorize and consent to The First National Bank of Mercersburg's procurement of such a report. I understand that, pursuant to the federal Fair Credit Reporting Act, if any adverse action is to be taken based upon the consumer report, a copy of the report and a summary of the consumer's right will be provided to me. I further understand that such report will be made available to me prior to any such decision being made, along with the name and address of the reporting agency that produced the report.

Finally, I understand that employment with The First National Bank of Mercersburg is "at will," which means that an employee can resign or be discharged from employment at any time, with or without cause.

I agree that if I accept employment with the The First National Bank of Mercersburg. I will produce documents establishing my identity and work authorization as a condition of employment.

I certify that I have completed this application in its entirety and that all statements made by me on this application are true and complete to the best of my knowledge, and that I have withheld nothing that would, if disclosed, affect this application unfavorably. It is understood that misrepresentation in any part may result in the cancellation of this application and, if I am already employed, may result in termination of my employment.

By submitting this application, I hereby acknowledge that I have read the above statements and understand the same.

Signature

Date