



# MIDWEST BANK

## Application For Employment

OFFICE USE ONLY:

Date Received: \_\_\_\_\_

Reviewed By: \_\_\_\_\_

**As an equal opportunity employer, Midwest Bank does not discriminate in hiring or terms and conditions of employment because of an individual's race, color, religion, sex, national origin, age, genetic information, disability, familial status, status as a protected veteran, creed, marital status, public assistance status, local human rights commission activity, sexual orientation, gender identity or any other status protected by law. Midwest Bank only hires individuals authorized for employment in the United States.**

**THIS APPLICATION MUST BE COMPLETED IN ITS ENTIRETY.**

**PLEASE PRINT ALL INFORMATION REQUESTED EXCEPT SIGNATURE**

Position(s) Applied For		Date of Application	
Last Name	First Name	Middle Name	
Address	City	State	Zip Code
Telephone Number(s) Home	Cell	Email	

Best time to contact you at home is:

\_\_\_\_\_:\_\_\_\_\_  
 AM  
 PM

Do any of your friends or relatives work here?

If Yes, state name, relationship and location \_\_\_\_\_

Yes  No

Can you with or without reasonable accommodation perform the essential functions of the job applied for? (If you have any questions about the functions of the job, please ask interviewer before answering this question.)

Yes  No

Are you legally eligible to be employed in the United States? *Proof of identity and eligibility will be required upon employment.*

Yes  No

Available to work: Full Time  Part Time  Temporary  (Indicate dates) \_\_\_\_/\_\_\_\_ - \_\_\_\_/\_\_\_\_

Please check availability Mornings  Afternoon  Evenings

Date Available \_\_\_\_\_

Are you currently on "lay-off" status and subject to recall?

Yes  No

Can you travel if a job requires it?

Yes  No

### EDUCATION

School	Name and Address of School	Course of Study	No. of Years Completed	Diploma/Degree
High School				
Undergraduate College				
Graduate/Professional				
Other (Specify)				

# WORK EXPERIENCE

List employment starting with your most recent position

Employer	<b>Dates Employed</b>		<b>Work Performed</b>
Address	<b>From</b>	<b>To</b>	
Telephone Number(s)			
Starting/Present Job Title			
Supervisor			
Reason for Leaving			
May We Contact <input type="checkbox"/> Yes <input type="checkbox"/> No			
Employer	<b>Dates Employed</b>		<b>Work Performed</b>
Address	<b>From</b>	<b>To</b>	
Telephone Number(s)			
Starting/Present Job Title			
Supervisor			
Reason for Leaving			
May We Contact <input type="checkbox"/> Yes <input type="checkbox"/> No			
Employer	<b>Dates Employed</b>		<b>Work Performed</b>
Address	<b>From</b>	<b>To</b>	
Telephone Number(s)			
Starting/Present Job Title			
Supervisor			
Reason for Leaving			
May We Contact <input type="checkbox"/> Yes <input type="checkbox"/> No			
Employer	<b>Dates Employed</b>		<b>Work Performed</b>
Address	<b>From</b>	<b>To</b>	
Telephone Number(s)			
Starting/Present Job Title			
Supervisor			
Reason for Leaving			
May We Contact <input type="checkbox"/> Yes <input type="checkbox"/> No			

Describe any specialized courses, seminars, and/or training that would enable you to perform the position(s) for which you are applying.

List any professional, trade, business or civic organizations that deal with the position(s) for which you are applying.

## SPECIALIZED SKILLS (SKILLS/EQUIPMENT OPERATED)

Generalized Computer    Word Processing    Excel

Please List Other Office Equipment:

**PERSONAL/PROFESSIONAL REFERENCES**

Do not include family members.

Name	Phone Number	Relationship	Occupation
1.			
2.			
3.			

I hereby certify that all the statements and answers set forth in this application form and/or my resume are true and complete to the best of my knowledge and I understand that if any statements and/or answers are found false or the information has been omitted, such false statements or omissions may be cause for denial of employment or in termination of employment regardless of the timing or circumstances of discovery. I understand that submission of an application does not guarantee employment.

I hereby understand and acknowledge that, unless otherwise defined by applicable law, the employment relationship with this organization is of an "at will" nature, which means the Employee may resign at any time and the Employer may discharge Employee at any time with or without cause. It is further understood that this "at will" employment relationship may not be changed by any written document or by conduct unless such change is specifically acknowledged in writing by the President/CEO of Midwest Bank.

I understand that if offered a position with Midwest Bank, I will be required to submit to a pre-employment background check as a condition of employment. I understand that refusal to cooperate with or any attempt to affect the results of this pre-employment background check will result in withdrawal of any employment offer or termination of employment regardless of the timing or circumstances of discovery.

This application for employment shall be considered active for a period of time not to exceed one year. Any applicant wishing to be considered for employment beyond this time period should inquire as to whether or not applications are being accepted at that time.

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 Signature

Date

"Thank you for completing this application form and for your interest in our company."

# MIDWEST BANK

*Banking your way.*

## Office Locations

[www.midwestbank.net](http://www.midwestbank.net)

Voice Access: 1-877-365-5155

### **Detroit Lakes**

613 Hwy. 10 East  
Phone: 218-847-4771  
Fax: 218-847-4812

### **Detroit Lakes - Wal-Mart**

1583 Hwy. 10 West  
Phone: 218-847-9700  
Fax: 218-847-9720

### **Barnesville**

215 Front Street South  
Phone: 218-354-2704  
Fax: 218-354-2713

### **Callaway**

421 Main Avenue  
Phone: 218-375-4501  
Fax: 218-375-4541

### **Dalton**

108 West Main Street  
Phone: 218-589-8701  
Fax: 218-589-8703

### **Parkers Prairie**

105 East Soo Street  
Phone: 218-338-6054  
Fax: 218-338-5070

### **Waubun**

1211 First Street  
Phone: 218-473-2191  
Fax: 218-473-2295