



2101 E. 20th St.
Farmington, NM 87401
(505) 326-7701

APPLICATION FOR EMPLOYMENT

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 the interviewer.

APPLICANT INFORMATION

Position Applied for		Date of Application	
Last Name	First Name	M.I.	
Street Address		Apartment/Unit #	
City	State	ZIP	
Cell Phone	E-mail Address		
Home Phone	Social Security No.		
Date Available for work	Driver's License Number		
Type of employment desired	<input type="checkbox"/> Full-Time	<input type="checkbox"/> Part-Time	<input type="checkbox"/> Temporary <input type="checkbox"/> Seasonal
Are you able to meet the attendance requirements of the position?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	
If you are under 18, and it is required, can you furnish a work permit?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	
If no, please explain:			
Are you a citizen of the United States?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	If no, are you authorized to work in the U.S.? YES <input type="checkbox"/> NO <input type="checkbox"/>
Have you ever worked for Animas Credit Union?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	If so, when?
Have you ever had an Employee Fidelity Bond revoked?			YES <input type="checkbox"/> NO <input type="checkbox"/>
If yes, please explain:			

CONVICTION WILL NOT NECESSARILY BE A BAR TO EMPLOYMENT, EACH INSTANCE AND EXPLANATION WILL BE CONSIDERED IN RELATION TO THE POSITION FOR WHICH YOU ARE APPLYING

PREVIOUS EMPLOYMENT (PLEASE BEGIN WITH MOST RECENT)

FROM	TO	EMPLOYER	PHONE
JOB TITLE		ADDRESS	
IMMEDIATE SUPERVISOR'S NAME & TITLE		SUMMARIZE THE NATURE OF WORK PERFORMED AND JOB RESPONSIBILITIES	
REASON FOR LEAVING	HOURLY RATE/SALARY	STARTING RATE \$ _____ PER _____	FINAL RATE \$ _____ PER _____
FROM	TO	EMPLOYER	PHONE
JOB TITLE		ADDRESS	
IMMEDIATE SUPERVISOR'S NAME & TITLE		SUMMARIZE THE NATURE OF WORK PERFORMED AND JOB RESPONSIBILITIES	
REASON FOR LEAVING	HOURLY RATE/SALARY	STARTING RATE \$ _____ PER _____	FINAL RATE \$ _____ PER _____
FROM	TO	EMPLOYER	PHONE
JOB TITLE		ADDRESS	
IMMEDIATE SUPERVISOR'S NAME & TITLE		SUMMARIZE THE NATURE OF WORK PERFORMED AND JOB RESPONSIBILITIES	
REASON FOR LEAVING	HOURLY RATE/SALARY	STARTING RATE \$ _____ PER _____	FINAL RATE \$ _____ PER _____
FROM	TO	EMPLOYER	PHONE
JOB TITLE		ADDRESS	
IMMEDIATE SUPERVISOR'S NAME & TITLE		SUMMARIZE THE NATURE OF WORK PERFORMED AND JOB RESPONSIBILITIES	
REASON FOR LEAVING	HOURLY RATE/SALARY	STARTING RATE \$ _____ PER _____	FINAL RATE \$ _____ PER _____

EDUCATION					
HIGH SCHOOL			LOCATION		
FROM	TO	DID YOU GRADUATE?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	IF NO, PLEASE EXPLAIN
COLLEGE			LOCATION		
FROM	TO	DID YOU GRADUATE?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	MAJOR / DEGREE
OTHER			LOCATION		
FROM	TO	DID YOU GRADUATE?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	MAJOR / DEGREE

SKILLS AND QUALIFICATIONS

Summarize any training, skills, licenses and/or certificates that may qualify you as being able to perform job-related functions in the position for which you are applying:

REFERENCES

FULL NAME	PHONE NUMBER WITH AREA CODE	RELATIONSHIP	YEARS KNOWN

ANIMAS CREDIT UNION EMPLOYEE, BOARD MEMBER OR SUPERVISORY COMMITTEE MEMBER RELATIONSHIPS

List any employees, members of the Board of Directors or Supervisory Committee members to whom you are related or with whom have a close, personal relationship:

FULL NAME	RELATIONSHIP	FULL NAME	RELATIONSHIP

I understand that if I am employed, any misrepresentation or material omission made by me on this application will be sufficient cause for cancellation of this application or immediate discharge from Animas Credit Union whenever it is discovered.

I give Animas Credit Union the right to contact and obtain information from all references, employers, educational institutions and to otherwise verify the accuracy of the information contained within this application. I hereby release from liability Animas Credit Union and its representatives for seeking, gathering and using such information and all other persons, corporations or organizations for furnishing such information.

Animas Credit Union 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.

This application is current for only 60 days. At the conclusion of this time, if I have not heard from Animas Credit Union and still wish to be considered for employment, it will be necessary to complete a new application.

If I am hired, I understand that I am free to resign at any time, with or without just cause and without prior notice, and Animas Credit Union reserves the same right to terminate my employment at any time, with or without cause and without prior notice except as may be required by law. This application does not constitute an agreement or contract for employment for any specified period or definite duration. I understand that no representative of Animas Credit Union other than an authorized officer has the authority to make any assurances to the contrary. I further understand that any such assurances must be in writing and signed by an authorized officer.

I understand it is Animas Credit Union's policy not to refuse to hire a qualified individual with a disability because of that person's need for reasonable accommodation as required by the Americans with Disabilities Act.

I also understand that if I am hired, I will be required to provide proof of identity and legal work authorization.

I represent and warrant that I have read and fully understand the foregoing and that I do seek employment under these conditions.

Signature of Applicant _____ Date signed _____

AUTHORIZATION TO OBTAIN CONSUMER CREDIT REPORT AND CRIMINAL HISTORY

For employment purposes I authorize Animas Credit Union and/or its Agents to inquire into my credit history and obtain a credit report and to inquire with any law enforcement agency or court about any criminal history.

I understand that prior to Animas Credit Union taking any adverse employment action based in full or in part on my credit report, I will be given a copy of the credit report. I will also be given a Summary of Consumer Rights as prescribed by the Federal Trade Commission and required by the Fair Credit Reporting Act. I also understand that I will be given the opportunity to explain any adverse information in my credit report.

I understand that this Authorization may also be used to obtain a credit report or criminal history report at any time during the term of my employment.

I hereby release Animas Credit Union and all its agents from any liability in connection with this activity.

Signature of Applicant

Date signed

Printed Name of Applicant

Driver's License Number and State of issue

Social Security Number

Date of Birth (Optional):

Mailing Address:

Street or PO Box #

City

State

Zipcode

Physical Address: *(if different from mailing address)*

Street or PO Box #

City

State

Zipcode

A SUMMARY OF YOUR RIGHTS UNDER THE FAIR CREDIT REPORTING ACT

The federal Fair Credit Reporting Act (FCRA) promotes the accuracy, fairness, and privacy of information in the files of consumer reporting agencies. There are many types of consumer reporting agencies, including credit bureaus and specialty agencies (such as agencies that sell information about check writing histories, medical records, and rental history records). Here is a summary of your major rights under the FCRA. For more information, including information about additional rights, go to www.consumerfinance.gov/learnmore or write to: Consumer Financial Protection Bureau, 1700 G Street N.W., Washington, D.C. 20552.

You must be told if information in your file has been used against you. Anyone who uses a credit report or another type of consumer report to deny your application for credit, insurance, or employment - or to take another adverse action against you - must tell you, and must give you the name, address, and phone number of the agency that provided the information.

You have the right to know what is in your file. You may request and obtain all the information about you in the files of a consumer reporting agency (your "file disclosure"). You will be required to provide proper identification, which may include your Social Security number. In many cases, the disclosure will be free. You are entitled to a free file disclosure if:

- a person has taken adverse action against you because of information in your credit report;
- you are the victim of identity theft and place a fraud alert in your file;
- your file contains inaccurate information as a result of fraud;
- you are on public assistance;
- you are unemployed but expect to apply for employment within 60 days.

In addition, all consumers are entitled to one free disclosure every 12 months upon request from each nationwide credit bureau and from nationwide specialty consumer reporting agencies. See www.consumerfinance.gov/learnmore for additional information.

You have the right to ask for a credit score. Credit scores are numerical summaries of your creditworthiness based on information from credit bureaus. You may request a credit score from consumer reporting agencies that create scores or distribute scores used in residential real property loans, but you will have to pay for it. In some mortgage transactions, you will receive credit score information for free from the mortgage lender.

You have the right to dispute incomplete or inaccurate information. If you identify information in your file that is incomplete or inaccurate, and report it to the consumer reporting agency, the agency must investigate unless your dispute is frivolous. See www.consumerfinance.gov/learnmore for an explanation of dispute procedures.

Consumer reporting agencies must correct or delete inaccurate, incomplete, or unverifiable information. Inaccurate, incomplete or unverifiable information must be removed or corrected, usually within 30 days. However, a consumer reporting agency may continue to report information it has verified as accurate.

Consumer reporting agencies may not report outdated negative information. In most cases, a consumer reporting agency may not report negative information that is more than seven years old, or bankruptcies that are more than 10 years old.

Access to your file is limited. A consumer reporting agency may provide information about you only to people with a valid need -- usually to consider an application with a creditor, insurer, employer, landlord, or other business. The FCRA specifies those with a valid need for access.

You must give your consent for reports to be provided to employers. A consumer reporting agency may not give out information about you to your employer, or a potential employer, without your written consent given to the employer. Written consent generally is not required in the trucking industry. For more information, go to www.consumerfinance.gov/learnmore.

You may limit "prescreened" offers of credit and insurance you get based on information in your credit report. Unsolicited "prescreened" offers for credit and insurance must include a toll-free phone number you can call if you choose to remove your name and address from the lists these offers are based on. You may opt-out with the nationwide credit bureaus at 1 888 5OPTOUT (1 888 567 8688).

You may seek damages from violators. If a consumer reporting agency, or, in some cases, a user of consumer reports or a furnisher of information to a consumer reporting agency violates the FCRA, you may be able to sue in state or federal court.

Identity theft victims and active duty military personnel have additional rights.

For more information, visit www.consumerfinance.gov/learnmore.

States may enforce the FCRA, and many states have their own consumer reporting laws. In some cases, you may have more rights under state law. For more information, contact your state or local consumer protection agency or your state Attorney General. For more information about your federal rights, contact:

FOR QUESTIONS OR CONCERNS REGARDING:	PLEASE CONTACT:
<p>1. a. Banks, savings associations, and credit unions with total assets of over \$10 billion and their affiliates.</p> <p>b. Such affiliates that are not banks, savings associations, or credit unions also should list in addition to the Bureau:</p>	<p>a. Bureau of Consumer Financial Protection 1700 G Street NW Washington, DC 20552</p> <p>b. Federal Trade Commission: Consumer Response Center – FCRA Washington, DC 20580 (877) 382-4357</p>
<p>2. To the extent not included in item 1 above:</p> <p>a. National banks, federal savings associations, and federal branches and federal agencies of foreign banks</p> <p>b. State member banks, branches and agencies of foreign banks (other than federal branches, federal agencies, and insured state branches of foreign banks), commercial lending companies owned or controlled by foreign banks, and organizations operating under section 25 or 25A of the Federal Reserve Act</p> <p>c. Nonmember Insured banks, Insured State Branches of Foreign Banks, and insured state savings associations</p> <p>d. Federal Credit Unions</p>	<p>a. Office of the Comptroller of the Currency Customer Assistance Group 1301 McKinney Street, Suite 3450 Houston, TX 77010-9050</p> <p>b. Federal Reserve Consumer Help Center PO Box 1200 Minneapolis, MN 55480</p> <p>c. FDIC Consumer Response Center 1100 Walnut Street, Box #11 Kansas City, MO 64106</p> <p>d. National Credit Union Administration Office of Consumer Protection (OCP) Division of Consumer Compliance and Outreach (DCCO) 1775 Duke Street Alexandria, VA 22314</p>
<p>3. Air carriers</p>	<p>Asst. General Counsel for Aviation Enforcement & Proceedings Aviation Consumer Protection Division Department of Transportation 1200 New Jersey Avenue SE Washington, DC 20590</p>
<p>4. Creditors Subject to Surface Transportation Board</p>	<p>Office of Proceedings, Surface Transportation Board Department of Transportation 395 E Street, SW Washington, DC 20423</p>
<p>5. Creditors Subject to Packers and Stockyards Act</p>	<p>Nearest Packers and Stockyards Administration area supervisor</p>
<p>6. Small Business Investment Companies</p>	<p>Associate Deputy Administrator for Capital Access United States Small Business Administration 409 Third Street, SW, 8th Floor Washington, DC 20416</p>
<p>7. Brokers and Dealers</p>	<p>Securities and Exchange Commission 100 F St NE Washington, DC 20549</p>
<p>8. Federal Land Banks, Federal Land Bank Associations, Federal Intermediate Credit Banks, and Production Credit Associations</p>	<p>Farm Credit Administration 1501 Farm Credit Drive McLean, VA 22102-5090</p>
<p>9. Retailers, Finance Companies, and All Other Creditors Not Listed Above</p>	<p>FTC Regional Office for region in which the creditor operates <u>or</u> Federal Trade Commission: Consumer Response Center - FCRA Washington, DC 20580 (877) 382-4357</p>