

## APPLICATION FOR EMPLOYMENT

**RCB Bank is an EQUAL OPPORTUNITY EMPLOYER.** We offer equal employment opportunities to all persons without regard to race, color, religion, age, marital or veterans' status, sex, national origin, physical or mental disability, or any other legally protected status.

FULL NAME (Last Name First)		JOB ID NUMBER		POSITION APPLIED FOR:	
STREET ADDRESS			CITY		STATE
TIME AT THIS ADDRESS			PRIMARY PHONE		SECONDARY PHONE
FORMER ADDRESS IF ABOVE ADDRESS IS LESS THAN 3 YEARS			CITY		STATE
ARE YOU OVER THE AGE OF 18? <input type="checkbox"/> YES <input type="checkbox"/> NO			DO YOU HAVE THE LEGAL RIGHT TO WORK IN THE UNITED STATES? <input type="checkbox"/> YES <input type="checkbox"/> NO		SALARY REQUIREMENTS

### EDUCATION

NAME	CITY, STATE	YEARS COMPLETED	DIPLOMA/DEGREE ACHIEVED	MAJOR OR TYPE OF COURSE	UNDER WHAT NAME IF DIFFERENT
HIGH SCHOOL OR PREPARATORY SCHOOL		1 2 3 4			
TRADE OR BUSINESS SCHOOL		1 2 3 4			
COLLEGE OR UNIVERSITY		1 2 3 4			
GRADUATE SCHOOL		1 2 3 4			

LIST ANY BANKING, FINANCE AND ACCOUNTING COURSES TAKEN:

### GENERAL INFORMATION \*Please note that we will ask you to submit a resumé for professional positions during the interview process.

LIST JOB RELATED SKILLS, SPECIAL TRAINING, CERTIFICATES, LICENSES, SOFTWARE, COMPUTER/OTHER MACHINE SKILLS RELEVANT TO THIS POSITION:

SUMMARIZE YOUR QUALIFICATIONS AND YOUR BACKGROUND AS THEY SUPPORT YOUR APPLICATION FOR THIS POSITION. (You may wish to include special interests, civic/community activities, and/or membership in professional groups.):

### PERSONAL REFERENCES

PROVIDE THREE REFERENCES NOT RELATED TO YOU WHOM YOU HAVE KNOWN FOR AT LEAST ONE YEAR:

NAME	CITY, STATE	TELEPHONE	YEARS KNOWN	OCCUPATION

WHO REFERRED YOU TO US?  Employment Agency  Newspaper  Walk-In  RCB Bank Website  RCB Bank Sign  Current Employee (Name): \_\_\_\_\_  
 Other: \_\_\_\_\_

### COMPLETED BY THE EMPLOYER:

Intv \_\_\_\_\_ Offered \_\_\_\_\_ B/C \_\_\_\_\_ Drug Screen \_\_\_\_\_ NOH \_\_\_\_\_ Employee # \_\_\_\_\_  
 Agency \_\_\_\_\_ AHire \_\_\_\_\_ ASal \_\_\_\_\_ RHire \_\_\_\_\_ RSal \_\_\_\_\_  
 P/F \_\_\_\_\_ BR \_\_\_\_\_ VAC \_\_\_\_\_ Supervisor \_\_\_\_\_ Manager \_\_\_\_\_  
 Replacing \_\_\_\_\_ Pay Grade \_\_\_\_\_ Job # \_\_\_\_\_ Title \_\_\_\_\_

**BACKGROUND INFORMATION**

HAVE YOU WORKED AT RCB BANK?	IF YES, LIST DATES		
ARE YOU EMPLOYED NOW?	IF YES, WHY DO YOU DESIRE TO MAKE A CHANGE?	MAY WE CONTACT YOUR PRESENT EMPLOYER?	IF NO, EXPLAIN?
<input type="checkbox"/> YES <input type="checkbox"/> NO		<input type="checkbox"/> YES <input type="checkbox"/> NO	

**WORK RECORD** No Work History:

**Please complete each field listed below starting with present or most recent employment, list all previous employers. Include self-employment, U.S. Armed Forces experience, summer, part-time jobs and all periods of unemployment of two weeks or more. Attach resumé or separate sheet, if necessary.**

COMPANY	STREET ADDRESS	CITY, STATE, ZIP
DATES EMPLOYED FROM MO/YR      TO MO/YR	STARTING SALARY	LEAVING SALARY
JOB TITLE/DUTIES		REASON FOR LEAVING
		NAME OF SUPERVISOR
		TELEPHONE NUMBER
COMPANY	STREET ADDRESS	CITY, STATE, ZIP
DATES EMPLOYED FROM MO/YR      TO MO/YR	STARTING SALARY	LEAVING SALARY
JOB TITLE/DUTIES		REASON FOR LEAVING
		NAME OF SUPERVISOR
		TELEPHONE NUMBER
COMPANY	STREET ADDRESS	CITY, STATE, ZIP
DATES EMPLOYED FROM MO/YR      TO MO/YR	STARTING SALARY	LEAVING SALARY
JOB TITLE/DUTIES		REASON FOR LEAVING
		NAME OF SUPERVISOR
		TELEPHONE NUMBER

**JOB APPLICANT'S CERTIFICATION**  
**Please Read Carefully Before Signing**

I certify that the information given by me in the application is true. I agree that if the information given is found to be false it should be considered sufficient reason for denial of employment or could result in immediate termination upon discovery. I authorize the use of any information in this application to verify my statements. In addition, I authorize previous employers, all references and any other person to answer all questions asked concerning my ability, character, reputation, and previous education or employment record. I release all such persons from any liability or damages on account of having furnished such information. I consent to such investigations as RCB Bank may make regarding driving records, law enforcement records, credit reports and my general background, and will agree to be drug screened and fingerprinted, if necessary.

I understand that nothing contained in this employment application or in the granting of an interview or of a position of employment is intended to create an employment contract between RCB Bank and myself for either employment or for the providing of any benefits. No promises regarding employment have been made to me. If an employment relationship is established, I understand that I will be employed at-will and that I have the right to terminate my employment at any time and for any reason and that RCB Bank retains the same right as the employer.

I understand that, depending on the position applied for, prior to being offered employment with RCB bank I may be requested to take an examination pertaining to skills or equipment operation. In the event I have a disability which will affect my ability to take the test, I will so inform RCB Bank prior to the administration of the test so that a reasonable accommodation can be made. RCB Bank reserves the right to require medical documentation concerning the need for the accommodation.

**IMPORTANT: IF YOU DO NOT UNDERSTAND OR IF YOU DISAGREE WITH ANY PORTION OF THE ABOVE CERTIFICATION, DO NOT SIGN BEFORE DISCUSSING WITH A MEMBER OF MANAGEMENT.**

**Date:** \_\_\_\_\_      **Signature of Applicant:** \_\_\_\_\_

Memorandum for: Applicants & Employees  
From: Human Resources Dept.  
Subject: Voluntary Request for EEO Information

This company is a government contractor. As a result of this coverage, we must comply with Federal and State Equal Employment Opportunity record keeping and reporting requirements. To respond to these obligations, we must request the following information. PLEASE NOTE: Submission of this information is **VOLUNTARY** and refusal to provide it will not subject you to any adverse action. The information you give us will be kept **CONFIDENTIAL** and away from your employment application. The information 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. If you are a Vietnam Era, Recently Separated or Other Eligible Veteran, we would like to include you under our Affirmative Action Program. You may inform us of your desire to benefit under the program at this time and/or at any time in the future.

Name \_\_\_\_\_  
(Please Print)

Job Applied For \_\_\_\_\_

Job ID # \_\_\_\_\_

Male          Female          Decline

**Military Service:**

**Vietnam Era Veteran:** Served on active duty for more than 180 days between August 5, 1964, and May 7, 1975.

**Armed Forces Service Medal**

**Recently Separated**

**Other Eligible Veteran: See attached list.**

**No Military Service**

**Decline**

**Race/Ethnicity - Please choose one of the following:**

**American Indian or Alaskan Native:** A person having origins in any of the original peoples of North and South America (including Central America and who maintains tribal affiliation or community attachment.

**Asian:** 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.

**Black or African American:** A person having origins in any of the black racial groups of Africa.

**Hispanic or Latino:** A person of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin, regardless of race.

**Native Hawaiian or Other Pacific Islander:** A person having origins in any of the peoples of Hawaii, Guam, Samoa, or other Pacific Islands.

**White:** A person having origins in any of the original peoples of Europe, the Middle East, or North Africa.

**Two or More Races:** A person having origins in two or more of the above classifications.

**Decline**

Signature \_\_\_\_\_

Date \_\_\_\_\_

## Other Eligible Veterans

CAMPAIGN/EXPEDITION	DATES		ORGANIZATIONS PARTICIPATING				
	START	END	ARMY	NAVY	AIR FORCE	CORP	GUARD
<b>Campaign or Services Medals</b>							
American Defense Service	09/08/39	12/07/41	X	X		X	X
Army Occupation of Austria	05/09/45	07/27/55	X		X		
Army Occupation of Berlin	05/09/45	10/02/90	X	X	X	X	X
Army Occupation of Germany	05/09/45	05/05/55	X	X	X		X
Army Occupation of Japan	09/03/45	04/27/52	X	X	X	X	X
China Service	07/07/37	09/07/39		X		X	
China Service Medal (Extended)	09/02/45	04/01/57		X			
Korean Service	06/27/50	07/27/54	X	X	X	X	X
Kosovo (KCM) Operation Allied Force	03/24/99	06/10/99	X	X	X	X	X
Kosovo (KCM) Operation Joint Guardian	06/11/99	To Be Det	X	X	X	X	X
Kosovo (KCM) Operation Allied Harbor	04/04/99	09/01/99	X	X	X	X	X
Kosovo (KCM) Operation Sustain Hope/Shining Hope	04/04/99	07/10/99	X	X	X	X	X
Kosovo (KCM) Operation Noble Anvil	03/24/99	07/20/99	X	X	X	X	X
Kosovo (KCM) Operation Task Force Hawk	04/05/99	06/24/99	X	X	X	X	X
Kosovo (KCM) Operation Task Force Saber	03/31/99	07/08/99	X	X	X	X	X
Kosovo (KCM) Operation Task Force Falcon	06/11/99	To Be Det	X	X	X	X	X
Kosovo (KCM) Operation Task Force Hunter	04/01/99	11/01/99	X	X	X	X	X
Navy Occupation of Trieste	05/09/45	10/25/54		X		X	X
Navy Occupation of Austria	05/08/45	10/25/55		X			
Navy Occupation of Berlin	05/08/45	10/02/90		X		X	
Navy Units of the Sixth Fleet	05/09/45	10/25/55		X			
Southwest Asia Service Medal (Desert Shield/Storm)	08/02/90	11/02/95	X	X	X	X	X
Vietnam Service Medal (VSM)	07/04/65	03/28/73	X	X	X	X	X
<b>Armed Forces Expeditionary Medal (AFEM)</b>							
Afghanistan (Operations enduring Freedom (OEF))	09/11/01	Present	X	X	X	X	X
Afghanistan (Operations enduring Iraqi Freedom (OIF))	03/19/03	Present	X	X	X	X	X
Berlin	08/14/61	06/01/63	X	X	X	X	X
Bosnia	11/20/95	12/20/96	X	X	X	X	X
Bosnia Operations (Joint Endeavor)	12/20/96	06/20/98	X	X	X	X	X
Bosnia Operations (Joint Guard)	12/20/96	06/20/98	X	X	X	X	X
Bosnia Operations (Joint Forge)	06/21/98	Present	X	X	X	X	X
Cambodia	03/29/73	08/15/73	X	X	X	X	X
Cambodia Evacuation (Eagle Pull)	04/11/75	04/13/75	X	X	X	X	X
Congo	07/14/60	09/01/62	X	X	X	X	X
Congo	11/23/64	11/27/64	X	X	X	X	X
Cuba	10/24/62	06/01/63	X	X	X	X	X
Dominican Republic	04/28/65	09/21/66	X	X	X	X	X

El Salvador	01/01/81	02/01/92	X	X	X	X	X
Global War on Terrorism	09/11/01	Present	X	X	X	X	X
Grenada (Operation Urgent Fury)	10/23/83	11/21/83	X	X	X	X	X
CAMPAIGN/EXPEDITION	DATES		ORGANIZATIONS PARTICIPATING				
	START	END	ARMY	NAVY	AIR FORCE	CORP	GUARD
<b>Armed Forces Expeditionary Medal (AFEM) CONT'D.</b>							
Haiti (Operation Uphold Democracy)	09/16/94	03/31/95	X	X	X	X	X
Iraq (Northern Watch)	01/01/97	Present	X	X	X	X	X
Iraq (Desert Spring)	12/31/98	12/31/02	X	X	X	X	X
Iraq (Enduring Freedom (OEF))	09/11/01	Present	X	X	X	X	X
Iraq (Iraqi Freedom (OIF))	03/19/03	Present	X	X	X	X	X
Korea	10/01/66	06/30/74	X	X	X	X	X
Laos	04/19/61	10/07/62	X	X	X	X	X
Lebanon	07/01/58	11/01/58	X	X	X	X	X
Lebanon	06/01/83	12/01/87	X	X	X	X	X
Libyan Area (Eldorado Canyon)	04/12/86	04/17/86	X	X	X	X	X
Mayaguez Operation	05/15/75	05/15/75	X	X	X	X	X
Panama (Just cause)	12/20/89	01/31/90	X	X	X	X	X
Persian Gulf (Earnest Will)	07/24/87	08/01/90	X	X	X	X	X
Persian Gulf	08/02/90	01/02/92	X	X	X	X	X
Persian Gulf (Southern Watch)	12/01/95	Present	X	X	X	X	X
Persian Gulf (Vigilant Sentinel)	12/01/95	02/15/97	X	X	X	X	X
Persian Gulf Interception Operation	12/01/95	Present	X	X	X	X	X
Persian Gulf Operation (Operation Desert Thunder)	11/11/98	12/22/98	X	X	X	X	X
Persian Gulf Operation (Operation Desert Fox)	12/16/98	12/22/98	X	X	X	X	X
Quemoy and Matsu Islands	08/23/58	06/01/63	X	X	X	X	X
Somalia (Restore Hope)	12/05/92	03/31/95	X	X	X	X	X
Taiwan Straits	08/23/58	01/01/59	X	X	X	X	X
Thailand	05/16/62	08/10/62	X	X	X	X	X
Vietnam and Thailand	07/01/58	07/03/65	X	X	X	X	X
Vietnam Evacuation	04/29/75	04/30/75	X	X	X	X	X
<b>Navy Expeditionary Medal and Marine Corp Expeditionary Medal</b>							
Cuba	01/03/61	10/23/62		X		X	
Indian Ocean/Iran	11/21/79	10/20/81		X		X	
Iranian/Yemen/Indian Ocean	12/08/78	06/06/79		X		X	
Lebanon	08/20/82	05/31/83		X		X	
Liberia (Sharp Edge)	08/05/90	02/21/91		X		X	
Libyan Area	01/20/86	06/27/86		X		X	
Panama	04/01/80	12/19/86		X		X	
Panama	02/01/90	06/13/90		X		X	
Persian Gulf	02/01/87	07/23/87		X		X	
Rwanda (Distant Runner)	04/07/94	04/18/94		X		X	
Thailand	05/16/62	08/10/62		X		X	