

## Application for Employment

*NSB is an equal opportunity employer and does not discriminate on the basis of race, color, religion, ancestry, national origin, place of birth, sex, sexual orientation, disability, age, positive HIV-related blood test results, genetic information, gender identity or expression, veteran or military status, or any other factor or characteristic protected by law.*

*Please print all information. Applications must be completed in full, even if attaching a resume.*

**Name:** \_\_\_\_\_ **Date:** \_\_\_\_\_  
Last                                  First                                  Middle I.

**Present Address:** \_\_\_\_\_  
Number                                  Street                                  City                                  State                                  Zip

**Home Telephone:** \_\_\_\_\_ **Cell Number:** \_\_\_\_\_ **E-Mail Address:** \_\_\_\_\_

**Employment Desired:**     Full-time     Part-time     Temporary

**Position(s) Desired:** 1) \_\_\_\_\_    **Can you work:** Monday – Friday:  Yes     No  
                                   2) \_\_\_\_\_                                  Evenings:  Yes     No  
                                   3) \_\_\_\_\_                                  Weekends:  Yes     No

**Date available to begin work:** \_\_\_\_\_    **Salary Range Desired:** \$ \_\_\_\_\_

**Where did you learn about the position?** \_\_\_\_\_

**Are you presently employed?**  Yes     No    **If yes, may we contact your employer?**  Yes     No

**If presently employed, why are you considering leaving?** \_\_\_\_\_

**If under 18, please list age:** \_\_\_\_\_    **Are you related to a current NSB employee?**  Yes     No

**Are you legally eligible to work in the United States?**  Yes     No  
 (Proof of citizenship or eligibility status will be required upon employment.)

<i>EDUCATIONAL BACKGROUND</i>				
TYPE OF SCHOOL	NAME OF SCHOOL	LOCATION (Mailing Address)	NUMBER OF YEARS COMPLETED	MAJOR & DEGREE
High School				
College				
Professional School				

**Summarize special skills and training not listed:** \_\_\_\_\_

**List any academic-related honors or awards received:** \_\_\_\_\_

**EMPLOYMENT**

*Describe your work history beginning with your current or most recent job. Supervisor names preferred.*

Employer 1 Name: (This section must be completed in full, even if attaching a resume.)

Address:	Dates Employed		May We Contact This Employer?	
	From	To	Yes	No
	/ /	/ /		

Telephone Number: Job Title: Supervisor:

Reason for leaving:

Work Performed:

Employer 2 Name: (This section must be completed in full, even if attaching a resume.)

Address:	Dates Employed		May We Contact This Employer?	
	From	To	Yes	No
	/ /	/ /		

Telephone Number: Job Title: Supervisor:

Reason for leaving:

Work Performed:

Employer 3 Name: (This section must be completed in full, even if attaching a resume.)

Address:	Dates Employed		May We Contact This Employer?	
	From	To	Yes	No
	/ /	/ /		

Telephone Number: Job Title: Supervisor:

Reason for leaving:

Work Performed:

Employer 4 Name: (This section must be completed in full, even if attaching a resume.)

Address:	Dates Employed		May We Contact This Employer?	
	From	To	Yes	No
	/ /	/ /		

Telephone Number: Job Title: Supervisor:

Reason for leaving:

Work Performed:

List any work-related honors or awards received, or professional trade, business, or civil activities and offices held:

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REFERENCES					
<i>List three (3) individuals, who do not have a personal or family relationship with you, who have knowledge of your work qualifications and can serve as a reference for you. Include at least one supervisor.</i>					
	Name	Relationship to You	Company and Title	Address/Location	Telephone Number
1.		<input type="checkbox"/> Is/was my supervisor <input type="checkbox"/> Is/was not my supervisor			
2.		<input type="checkbox"/> Is/was my supervisor <input type="checkbox"/> Is/was not my supervisor			
3.		<input type="checkbox"/> Is/was my supervisor <input type="checkbox"/> Is/was not my supervisor			

**NOTIFICATION AND AGREEMENT**

***PLEASE READ CAREFULLY BEFORE SIGNING***

I certify that all of my answers are true, accurate, and complete. I understand that the falsification, misrepresentation, or omission of fact on this application (or any other accompanying or required documents) may result in denial of employment or immediate termination of employment, regardless of when or how discovered.

I authorize NSB to investigate all statements and information provided in this application. I release NSB from all liability that might result from investigating and, I authorize former employers, and listed supervisors and references, to supply information to NSB during the investigation.

I acknowledge that, while NSB will give my application reasonable consideration, accepting my application does not imply that NSB will offer me employment.

If hired, I agree to abide by all of NSB's policies. I understand that if employed, my employment is at-will; that is, just as I am free to resign at any time, NSB reserves the right to terminate my employment at any time, for any reason or no reason at all, and with or without prior notice. I also understand that NSB and all NSB Plan Administrators shall have the maximum discretion permitted by law to administer, interpret, modify, discontinue, enhance, or otherwise change any or all policies, procedures, benefits, or other terms or conditions of employment. I understand further that no representative or agent of NSB has the authority to enter into any oral or written agreement with me that changes this at-will relationship or promises employment or benefits for any specified period of time, unless it is in writing in a document signed by the President/CEO or designee.

I acknowledge that I have read and understand the above statements.

APPLICANT SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

*If you have questions or concerns regarding any portion of this employment application,  
contact NSB's Human Resources Department at (802)661-5392.*

Revision date: 2/2022

## Vermont's Independent Community Bank Since 1867

Northfield Savings Bank was founded in 1867 by a local university president who believed a mutual bank, owned by its depositors, would benefit the community. Over 154 years later, NSB continues this tradition. We are one of the nation's few remaining mutual, depositor-owned organizations, and one of the largest banks headquartered right here in Vermont.

With 14 convenient locations throughout central and northwestern Vermont, we are a full service bank providing a comprehensive range of products to more than 35,000 personal and business customers.

### Bank

#### Personal Banking

Our goal is to help Vermonters prosper. Let us find the right account for you.

#### Business Banking

Starting or expanding your business? We'll give your business the attention it deserves.

#### Online Banking

Safely and conveniently access your account, check your balance, and pay your bills online.

#### Community Giving

100% of the local bank you want, while investing in Vermont community organizations.

### Borrow

#### Home Loans

Whether buying, refinancing, building, or borrowing against your equity, we can help find the right home loan for you.

#### Business Lending

Our lenders work with you to help you find the financing you need to help your business grow.

#### Energy Improvement Loans

#### Personal Loans

NSB offers personal loans with a wide range of terms and product features, including vehicle and secured loans.

