

# First Community Bancorp

## EMPLOYMENT APPLICATION



We appreciate your interest in our organization. It is the policy of First Community Bancorp to provide equal employment opportunities for all applicants and employees without regard to race, religion, national origin, ancestry, age, color, physical or mental disability, medical condition, Vietnam Era veteran status, marital status, sexual orientation or any other legally protected characteristics.

PLEASE ANSWER ALL QUESTIONS COMPLETELY AND ACCURATELY

PERSONAL INFORMATION		
Name (Last, First, Middle Initial)	Home Phone: (    ) Mobile Phone: (    ) E-Mail Address:	Date
Present Address (Street, City, State, Zip Code)	Business Phone	
If under age 18, can you, after employment, submit a work permit? (Circle One)  Yes          No          N/A	Social Security Number	
Other names under which you have been previously employed:	Name of friends or relatives employed in this organization	
Are you currently eligible to work in the U.S. and can you submit proof of your identity and your legal right to remain and work in the U.S.? (Circle One) Yes          No		
WORK PREFERENCES		
Position Desired:	Location Preferred:	Date Available to Work:
Hours Desired:  Full-Time          Part-Time          Hours per Week:	Monthly/Hourly Salary Desired:	
Are you available to Work: (Circle All That Apply)		
Days:    Yes          No	Swing:    Yes          No	Nights:    Yes          No
Referred By: (Circle One)  Ad          Agency          Employee          School          Walk-In          Other	Referral Source:	
Have you applied to this organization before?  Yes          No          If Yes, When?          Position(s) Applied For:		
PROFESSIONAL REFERENCES (please list below two individuals who are familiar with your professional attributes. Please do not use relatives as references).		
Name	Telephone	Title/Employer
Name	Telephone	Title/Employer
To be completed by Human Resources		
Date Employed: _____ Department/Department # _____ Employee # _____		
Job Title: _____ Salary Grade: _____		
Full-Time _____ Part-Time _____ Hourly _____ # Hours Per Week _____		
Starting Pay Rate: Annual: \$ _____ Monthly: \$ _____ Semi-Monthly: \$ _____ Hourly: \$ _____		
Hired By: _____ Replacement For: _____		

**EMPLOYMENT DATA**

Please fill out completely and do not indicate "Refer to Resume." List all current and former employment for the last ten years, beginning with the most recent. Include military service, self employment, time in school and indicate periods of unemployment. (Attach additional sheets, if necessary)

Are you currently employed?		If yes, may we contact your present employer before an offer is extended?	
Yes	No	Yes	No
Employer		Telephone	Job Title
Address		Dates Employed (Mo/Yr)	
		From:	To:
Immediate Supervisor	Title	Weekly scheduled hours:	Salary (Hr/Mo/Yr)
Duties: _____			
Did you voluntarily terminate your employment?		Reason for leaving:	
Employer		Telephone	Job Title
Address		Dates Employed (Mo/Yr)	
		From:	To:
Immediate Supervisor	Title	Weekly scheduled hours:	Salary (Hr/Mo/Yr)
Duties: _____			
Did you voluntarily terminate your employment?		Reason for leaving:	
Employer		Telephone	Job Title
Address		Dates Employed (Mo/Yr)	
		From:	To:
Immediate Supervisor	Title	Weekly scheduled hours:	Salary (Hr/Mo/Yr)
Duties: _____			
Did you voluntarily terminate your employment?		Reason for leaving:	
Account here for all intervals of unemployment during the past 10 years (if any) to the present time. If additional space is necessary.		From Mo/Yr	To Mo/Yr
			What were you doing?

**EDUCATION**

School Attended	Name	Address	Units Completed	Major	Degree/Diploma Received
High School/GED					
Business or Other					
College/University					
Graduate School					

Special Licenses, Certifications (e.g., CPA)

Are you taking any educational course(s) presently? If yes, what and where?

Yes                  No

**TRAINING/EXPERIENCE/SKILLS (voluntary unless required for job)**

Computer skills: (Note software used)

Typing _____ WPM	Word Processing _____
Data Entry/CRT _____ SPM	Spread Sheet _____
Shorthand _____ WPM	Data Base _____
10 Key by touch _____ SPM	Graphics _____
10 Key by sight _____ SPM	Other _____

List other skills which you feel would be useful for this position:

\_\_\_\_\_

\_\_\_\_\_

**GENERAL INFORMATION**

NOTE: For regulatory and bonding purposes you may be Fingerprinted and a Background Investigation conducted regarding criminal records. Section 19 of the Federal Deposit Insurance Act generally prohibits an insured depository institution from allowing an individual convicted of a criminal offense involving dishonesty or breach of trust to participate in the affairs of the Bank.

Have you ever been convicted of a felony or have you ever been convicted of a misdemeanor involving dishonesty or breach of trust?  
 A conviction may not necessarily bar you from employment, however bonding is a condition of hire and convictions could result in a refusal of the bonding. Failure to honestly answer this question will result in discontinued consideration of this application or termination of employment.

Yes                  No                  If Yes, Please Explain:

Have you ever been arrested for a criminal offense involving dishonesty or breach of trust where the outcome of the case is still pending?  
 An arrest may not necessarily bar you from employment.  
 Failure to honestly answer this question will result in discontinued consideration of this application or termination of employment.

Yes                  No                  If Yes, Please Explain:

Do you have any reason(s) to believe you might not be bondable? Yes                  No If yes, please explain:	Do you have another job which you intend to keep if you become employed by First Community Bancorp?  Yes                  No
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**GENERAL INFORMATION**

Are you able to perform the Essential Functions of this position? Yes No

If No, please explain in detail what reasonable accommodations, if any, would permit you to perform the duties in question.

\_\_\_\_\_

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\_\_\_\_\_

**CERTIFICATION**

Please read carefully and then initial at the beginning of each paragraph to verify that you have read that section.

Initials \_\_\_\_\_ "I certify that the information contained in this application, and the accompanying resume, if any, is true and complete to the best of my knowledge and understand that any deliberate falsification and/or omission of information is grounds for refusal to hire or if hired, will result in my immediate dismissal. I authorize any of the persons or organizations referenced in this application to provide First Community Bancorp, its parent, subsidiaries, affiliates and any if its (their) employees or agents any and all information concerning my previous employment, education, or any other information such persons or organizations may have, personal or otherwise , with regard to any of the subjects covered by this application and release First Community Bancorp, its parent, subsidiaries, affiliates and any of its (their) employees or agents and all of the persons, organizations and their agents who are contacted such parties from any and all claims of any kind or nature, which may arise now or in the future from or in any way connected with the process of verifying the information that I have provided.

Initials \_\_\_\_\_ "I hereby authorize and request any and all of my former employers and any other person, firm or corporation to furnish any and all information concerning my creditworthiness and personal background and I hereby release each such employer or other person, firm or corporation from any and all liability by reason of furnishing the requested information. I understand that in connection with this application, a consumer report and/or an investigative consumer report may be requested whereby information is obtained through personal interviews with my neighbors, friends or associates or with others with whom I am acquainted or who may have knowledge with respect to my character, credit worthiness, credit standing, credit capacity, general reputation, personal characteristics and mode of living, and hereby authorize the procurement of any such report.

I understand that, upon my request, I have the right to know if any such report was requested and, if so, the name and address of the consumer reporting agency that furnished such reports and in the case of a consumer investigative report, that I have the right to receive a complete and accurate disclosure of the nature and scope of the information requested if I request such disclosure within a reasonable period of time."

Initials \_\_\_\_\_ " In the event of my employment, I agree to conform to the policies and procedures of First Community Bancorp and acknowledge that other than the Employment At Will Policy, described below, these policies and procedures may be changed, as interpreted by First Community Bancorp, withdrawn, or added to at any time at First Community Bancorp's sole option without prior notice to me."

Initials \_\_\_\_\_ "If I am hired, First Community Bancorp may arrange bond coverage for me at its own expense. If First Community Bancorp is unable to obtain coverage or if my employment bond is at any time canceled, I acknowledge that First Community Bancorp will not offer me employment or my employment will immediately terminate."

Initials \_\_\_\_\_ "I understand that First Community Bancorp may require my fingerprints, at its expense, and agree to have my fingerprints submitted to a law enforcement agency for a criminal records investigation. Employment is contingent upon a satisfactory investigation as well as First Community Bancorp's other requirements included in the General Information section of this application."

Initials \_\_\_\_\_ "In the event of my employment, I acknowledge that First Community Bancorp reserves the right to search company-owned property, including but not limited to desks, hardware, software and all data or information stored on computers, etc., at any time, with or without notice, and with or without cause."

**"I understand that this application will be given consideration but its receipt does not imply that I will be employed. I understand and agree that this employment application and any other First Community Bancorp documents are not contracts for employment for any period of time, and that my employment and compensation will be employment at will and can be terminated at any time, with or without cause and with or without notice, at the option of either First Community Bancorp or myself. I understand that no commitment for employment for any specified duration shall be valid or binding, unless it is expressly set forth in a written employment contract signed by the President and Chief Executive Officer of First Community Bancorp."**

**"I understand that any job offer is conditioned upon proof of my legal ability to remain and work in the United States. I certify I have read and understand this application, including the section above. I also understand that an incomplete application will not be considered. The invalidity of any of the above terms shall not affect or invalidate any other term or provision."**

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date