

Employment Application



RIVER VALLEY UNDERWRITERS

Date:

Name:

Address:

City/State:

Zip Code:

Email Address:

Home Phone:

Cell Phone:

Emergency Contact:

Contacts Phone #:

Relationship to applicant:

- Hours Available to Work:
- Regular Full-time
 - Regular Part-time
 - Temporary, e.g. PRN, Internship

Position Applying for:

Salary Desired:

Date available to begin work, if hired?

Do you have a **noncompete** from your previous employer?
If yes, please attach noncompete to this form.

YES _____ NO _____

Do you have an insurance license?
If yes, please attach to this form.

YES _____ NO _____

Do you have a drivers license:

State of Issue:

Have you had any accidents/moving violations in the past 3 years?
If yes, how many?

Have you ever had a felony conviction?

Please attach your resume or complete the following two pages for Previous Employment.

Previous Employment (list up to 3)

1.

Name of Employer:

Name of last supervisor:

Dates of employment:

From: To:

Salary:

From: To:

Complete Address:

Phone #:

Last job title:

Reason for Leaving (be specific):

List the jobs you held, duties performed, skills used or learned, advancements, or promotions while you worked at this company:

May we contact your employer: yes no

2.

Name of Employer:

Name of last supervisor:

Dates of employment:

From: To:

Salary:

From: To:

Complete Address:

Phone #:

Last job title:

Reason for Leaving (be specific):

List the jobs you held, duties performed, skills used or learned, advancements, or promotions while you worked at this company:

May we contact your employer: yes no

3.

Name of Employer:

Name of last supervisor:

Dates of employment:

From: To:

Salary:

From: To:

Complete Address:

Phone #:

Last job title:

Reason for Leaving (be specific):

List the jobs you held, duties performed, skills used or learned, advancements, or promotions while you worked at this company:

May we contact your employer: yes no

Skills:

Typing:

Computer: PC Mac Both

Applications (list all that apply):

Other Skills:

Please list 2 references other than relatives and previous employers

Name	<input type="text"/>	<input type="text"/>
Position	<input type="text"/>	<input type="text"/>
Company	<input type="text"/>	<input type="text"/>
Telephone	<input type="text"/>	<input type="text"/>

Use this space to add any additional information necessary to describe your full qualifications for the position which you are applying:

Please Read Carefully, Initial Each Paragraph and Sign Below

_____ I hereby certify that I have not knowingly withheld any information that might adversely affect my chances for employment and that the answers given by me are true and correct to the best of my knowledge. I further certify that I, the undersigned applicant, have personally completed this application. I understand that any omission or misstatement of material fact on this application or on any document used to secure employment shall be grounds for rejection of this application or for immediate discharge if I am employed, regardless of the time elapsed before discovery.

_____ Unless I specifically said "no," I agree the Company may contact my present and past employers to check this information and any matter related to my employment. I also authorize any person or Company to give River Valley Underwriters or any of its subsidiaries, any information that it requests about me. I waive and release all persons and companies from any liability or damages that may result from the use, disclosure, or release of this information, whether it is favorable or unfavorable to me.

I also authorize River Valley Underwriters or any of its subsidiaries, to thoroughly investigate my references, education and other matters related to my suitability for employment and, further, authorize the references I have listed to disclose to any and all letters, reports and other information related to my suitability for employment, without giving me prior notice of such disclosure. In addition, I hereby release my former employers and all other persons, corporations, partnerships and associations from any and all claims, demands or liabilities arising out of or in any way related to such investigation or disclosure.

_____ I understand that if River Valley Underwriters hires me, I have no guarantee about the length of my employment and that River Valley Underwriters or I may end the employment relationship at will, any time, with or without cause, and with or without notice. So, I do not need any reason to end my employment, nor does River Valley Underwriters, need any reason.

_____ Enrollment in the 401k plan is effective immediately upon completion of new employment paperwork. Initial employee contribution will be set up automatically at six percent and can be amended by employee after enrollment.

Applicant's Signature _____ Date _____