



**C. EDUCATION:** Please indicate education or training which you believe qualifies you for the position you are seeking.

**High School:** No. of Yrs Completed (circle one) 1 2 3 4      **Diploma:** \_\_ Yes \_\_ No      **G.E.D.:** \_\_ Yes \_\_ No

School(s) \_\_\_\_\_ City/State \_\_\_\_\_ GPA \_\_\_\_\_

**College and/or Vocational School:** Number of Years Completed (circle one) 1 2 3 4

School(s) \_\_\_\_\_ City/State \_\_\_\_\_ GPA \_\_\_\_\_

Major \_\_\_\_\_ Degrees Earned \_\_\_\_\_

**Other Training or Degrees:**

School(s) \_\_\_\_\_ City/State \_\_\_\_\_

Course \_\_\_\_\_ Degree or Certificate Earned \_\_\_\_\_

**PROFESSIONAL LICENSE OR MEMBERSHIP:**

Type of License(s) Held \_\_\_\_\_ State of Virginia License Number \_\_\_\_\_

License Expiration Date \_\_\_\_\_ Other Professional Memberships \_\_\_\_\_

(You need not disclose membership in professional organizations that may reveal information regarding race, color, creed, sex, religion, national origin, ancestry, age, disability, marital status, veteran status or any other protected status.)

**D. EMPLOYMENT:** List last employer first, including U.S. Military Service.

**Employer** \_\_\_\_\_ **Address** \_\_\_\_\_

Street City State Zip Code

Telephone \_\_\_\_\_ Position \_\_\_\_\_ Dates of Employment: From \_\_\_\_\_ To \_\_\_\_\_

Mo/Yr Mo/Yr

Starting Salary \$ \_\_\_\_\_ Ending Salary \$ \_\_\_\_\_ Supervisor's Name \_\_\_\_\_

Duties \_\_\_\_\_ Full Time \_\_\_\_\_ Part Time \_\_\_\_\_ No. of Hrs. \_\_\_\_\_

Reason for Leaving \_\_\_\_\_ Are You Eligible for Rehire \_\_ Yes \_\_ No

If no, please explain: \_\_\_\_\_

**Employer** \_\_\_\_\_ **Address** \_\_\_\_\_

Street City State Zip Code

Telephone \_\_\_\_\_ Position \_\_\_\_\_ Dates of Employment: From \_\_\_\_\_ To \_\_\_\_\_

Mo/Yr Mo/Yr

Starting Salary \$ \_\_\_\_\_ Ending Salary \$ \_\_\_\_\_ Supervisor's Name \_\_\_\_\_

Duties \_\_\_\_\_ Full Time \_\_\_\_\_ Part Time \_\_\_\_\_ No. of Hrs. \_\_\_\_\_

Reason for Leaving \_\_\_\_\_ Are You Eligible for Rehire \_\_ Yes \_\_ No

If no, please explain: \_\_\_\_\_

**Employer** \_\_\_\_\_ Address \_\_\_\_\_  
Street City State Zip Code

Telephone \_\_\_\_\_ Position \_\_\_\_\_ Dates of Employment: From \_\_\_\_\_ To \_\_\_\_\_  
Mo/Yr Mo/Yr

Starting Salary \$ \_\_\_\_\_ Ending Salary \$ \_\_\_\_\_ Supervisor's Name \_\_\_\_\_

Duties \_\_\_\_\_ Full \_\_\_\_\_ Part \_\_\_\_\_ No. of Hrs. \_\_\_\_\_  
Time Time

Reason for Leaving \_\_\_\_\_ Are You Eligible for Rehire \_\_\_ Yes \_\_\_ No

If no, please explain: \_\_\_\_\_

**Employer** \_\_\_\_\_ Address \_\_\_\_\_  
Street City State Zip Code

Telephone \_\_\_\_\_ Position \_\_\_\_\_ Dates of Employment: From \_\_\_\_\_ To \_\_\_\_\_  
Mo/Yr Mo/Yr

Starting Salary \$ \_\_\_\_\_ Ending Salary \$ \_\_\_\_\_ Supervisor's Name \_\_\_\_\_

Duties \_\_\_\_\_ Full \_\_\_\_\_ Part \_\_\_\_\_ No. of Hrs. \_\_\_\_\_  
Time Time

Reason for Leaving \_\_\_\_\_ Are You Eligible for Rehire \_\_\_ Yes \_\_\_ No

If no, please explain: \_\_\_\_\_

*If you wish to describe additional work experience, attach the above information for each position on a separate piece of paper.*

Explain any gaps in work history: \_\_\_\_\_

Have you ever been discharged or asked to resign from a job? \_\_\_ Yes \_\_\_ No

If yes, explain: \_\_\_\_\_

I hereby give Chesapeake Financial Shares, Inc., or any of its subsidiaries; permission to contact the employers listed above concerning my prior work experience and release all parties from any claims arising from the furnishing of such information.

Signed \_\_\_\_\_

If there is a particular employer(s) you do not wish us to contact, please indicate which one(s):

\_\_\_\_\_

**PERSONAL REFERENCES (Not Former Employers or Relatives)**

Name and Occupation	Address	Phone Number

Have you ever applied to Chesapeake Financial Shares Inc. before? \_\_\_\_ Yes \_\_\_\_ No (If yes, please give date.) \_\_\_\_\_

Have you ever worked for Chesapeake Financial Shares Inc. before? \_\_\_\_ Yes \_\_\_\_ No (If yes, please give date.) \_\_\_\_\_

Is anyone related to you employed by Chesapeake Financial Shares Inc.? \_\_\_\_ Yes \_\_\_\_ No

If yes, please give their name and relationship to you. \_\_\_\_\_

**RECORD OF CONVICTION:**

During the last ten years, have you ever been convicted of a crime other than minor traffic offense? \_\_\_\_ Yes \_\_\_\_ No

If yes, explain: \_\_\_\_\_

\_\_\_\_\_  
(A conviction will not necessarily automatically disqualify you for employment. Rather, such factors as age and date of conviction, seriousness and nature of the crime, and rehabilitation will be considered. Additionally, you are not required to disclose any arrest of criminal charge, particularly if the arrest or criminal charge has been expunged.)

**PLEASE READ CAREFULLY BEFORE SIGNING (ASK FOR CLARIFICATION IF NECESSARY)**

It is the policy and practice of Chesapeake Financial Shares, Inc., and its subsidiaries, to recruit, hire, and promote qualified applicants without regard to race, color, religion, sex, age, national origin, handicap, or other areas covered by federal, state, or local fair employment laws and regulations, and with due regard to regulations respecting qualified disabled veterans of the Vietnam era.

The facts set forth in my application for employment are true and complete. I understand that if employed, any false statement on this application may result in my dismissal. I further understand that this application is not and is not intended to be a contract of employment, nor does this application obligate the employer in any way if the employer decides to employ me. I understand and agree that my employment is at-will and can be terminated by either party with or without notice, at any time, for any reason or no reason. No one other than an officer of Chesapeake Financial Shares, Inc. or its subsidiaries has any authority to enter into any agreement for employment for any specified period of time or to make any agreement contract to the foregoing and then only in writing signed by an officer.

I hereby authorize Chesapeake Financial Shares, Inc., and its subsidiaries, to make any investigation of my personal history and financial and credit record, yourselves or through any investigative or credit agencies or bureaus of your choice.

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

\_\_\_\_\_  
Date

**NOTE:** This application will remain active for a period of 60 days. If you wish to be considered for employment after this period, it will be necessary for you to re-apply.

**Subsidiaries of Chesapeake Financial Shares, Inc., et al:**

Chesapeake Bank  
Chesapeake Investment Group

Mail your application to:

Chesapeake Financial Shares, Inc.  
Attn: Human Resources  
PO Box 1419  
Kilmarnock, VA 22482

**AFFIRMATIVE ACTION INFORMATION  
VOLUNTARY SELF-IDENTIFICATION  
(CONFIDENTIAL-FOR STATISTICAL USE ONLY)**

We are an equal opportunity employer and do not discriminate on the basis of race, color, religion, sex, age, national origin, disability, veteran status, sexual orientation or any other classification protected by federal, state or local law. The information below will be used only in the compilation of data for affirmative action reporting and will not remain a part of your application. Completion of this data is voluntary and will not affect your opportunity for employment or terms or conditions of employment, if hired. Identification can be declared at any time prior to or, if applicable, after hire. Please return this page with your application.

**PLEASE COMPLETE IN FULL:**

Date of Application: \_\_\_\_\_

Name: \_\_\_\_\_

Position applied for: \_\_\_\_\_

Sex: (Circle appropriate response)      Male      Female

Applicant's zip code: \_\_\_\_\_

**RACE/ETHNICITY:**

(Please check one of the descriptions below corresponding to the ethnic group with which you most identify.)

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

\_\_\_ **White (Not Hispanic or Latino)** – A person having origins in any of the original peoples of Europe, the Middle East, or North Africa.

\_\_\_ **Black or African American (Not Hispanic or Latino)** – A person having origins in any of the black racial groups of Africa.

\_\_\_ **Native Hawaiian or Other Pacific Islander (Not Hispanic or Latino)** – A person having origins in any of the peoples of Hawaii, Guam, Samoa, or other Pacific Islands.

\_\_\_ **Asian (Not Hispanic or Latino)** – 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.

\_\_\_ **American Indian or Alaska Native (Not Hispanic or Latino)** – A person having origins in any of the original peoples of North and South America (including Central America), and who maintain tribal affiliation or community attachment.

\_\_\_ **Two or More Races (Not Hispanic or Latino)** – All persons who identify with more than one of the above five races.

\_\_\_ **Race missing or unknown** - Applies to **Applicants only**, where a resume or application that is screened is received without any racial or ethnic identification and no further contact is made with the applicant.