



EMPLOYMENT APPLICATION

Name: _____
Last First Middle

Are you over the age of 18? Yes No

Address: _____

City: _____ State: _____ Zip: _____

Home Phone: _____ Cell Phone: _____

Email: _____

Position Applied For: _____

Date you are available to start: _____

Qualifications

Academic achievements:

Name of School Attended	Degree Earned	Date of Completion

Continuing education completed:

Name of Course	Degree Earned	Date of Completion

Professional organizations: (list any in which you have membership)

First Aid Training? Yes No Date Completed _____

CPR Training? Yes No Date Completed _____

Previous Work Experience

Please list your previous employers from the past five years. Please attach extra sheet if necessary.

Company Name/ Address & Phone	Supervisor Name	Job Title	Job Description	Dates Employed

Previous Volunteer Experience

Please list any relevant volunteer positions you have held. Please attach extra sheet if necessary.

Organization Name/ Address & Phone	Supervisor Name	Job Title	Job Description	Dates of Service

Have you ever been convicted of or pled guilty to a crime, either a misdemeanor or a felony (including but not limited to drug-related charges, child abuse, other crimes of violence, theft, or motor vehicle violations)?

Yes No

If yes, please explain: _____

References

Please list three individuals who are not related to you by blood or marriage as references.
Please list people who have known you for at least three years.

1. Name: _____
Address: _____
Daytime Phone: _____
Evening Phone: _____
Length of time you have known reference: _____
Relationship to reference: _____

2. Name: _____
Address: _____
Daytime Phone: _____
Evening Phone: _____
Length of time you have known reference: _____
Relationship to reference: _____

3. Name: _____
Address: _____
Daytime Phone: _____
Evening Phone: _____
Length of time you have known reference: _____
Relationship to reference: _____

Waiver and Consent

I, _____, hereby certify that the information I have provided on this application for employment is true and correct. I authorize this church to verify the information I have provided on this application by contacting the references and employers I have listed, by conducting a criminal records check, or by other means, including contacting others whom I have not listed. I authorize the references and employers listed in this application to give you whatever information they may have regarding my character and fitness for the job for which I have applied. Furthermore, I waive any rights I may have to confidentiality.

In the event that my application is accepted and I become employed by Community Church, I agree to abide by and be bound by the policies of Community Church and to refrain from inappropriate conduct in the performance of my duties on behalf of Community Church.

I have read this waiver and the entire application, and I am fully aware of its contents. I sign this consent freely and under no duress or coercion.

Signature of Applicant: _____ **Date:** _____

Signature of Witness: _____ **Date:** _____