

New Employee Application

Personal Information:

Name: (First) _____ (MI) _____ (Last) _____

Address: _____ City: _____

Zip: _____ Home # _____ Cell # _____

Email Address: (please print) _____

Birthdate: _____ Social Security #: _____

Are you a US Citizen? [] Yes [] No Have you ever been convicted of a felony? [] Yes [] No

If selected for employment, are you willing to submit to a pre-employment drug screening test? [] Yes [] No

Education:

1. School Name: _____ Location: _____

Years Attended: _____ Major: _____

Degree(s) Received: _____

2. School Name: _____ Location: _____

Years Attended: _____ Major: _____

Degree(s) Received: _____

Other Training: Certificates/License/CEU's Held:

Previous Work Experience:

1. Employer: _____ Dates Employed: _____
Phone: _____ Address: _____
City: _____ State: _____ Zip: _____
Position: _____
Duties Performed: _____

Supervisor's Name & Title: _____
Reason(s) for Leaving: _____

_____ May we contact them? [] Yes [] No

2. Employer: _____ Dates Employed: _____
Phone: _____ Address: _____
City: _____ State: _____ Zip: _____
Position: _____
Duties Performed: _____

Supervisor's Name & Title: _____
Reason(s) for Leaving: _____

_____ May we contact them? [] Yes [] No

3. Employer: _____ Dates Employed: _____
Phone: _____ Address: _____
City: _____ State: _____ Zip: _____
Position: _____
Duties Performed: _____

Supervisor's Name & Title: _____
Reason(s) for Leaving: _____

_____ May we contact them? [] Yes [] No

References:

- 1. Name: _____ Title: _____
Relationship: _____ Phone: _____

- 2. Name: _____ Title: _____
Relationship: _____ Phone: _____

- 3. Name: _____ Title: _____
Relationship: _____ Phone: _____

Spiritual Walk:

- 1. When did you come to know Christ?

- 2. Where and how are you serving Christ today?

- 3. Where do you currently worship/ consider yourself a member?

Acknowledgement & Authorization: *Please initial each statement and sign the bottom.*

_____ I certify that all answers given herein are true and complete to the best of my knowledge.

_____ I authorize investigation of all statements contained in this application for employment, as may be necessary in arriving at an employment decision.

_____ In the event of employment, I understand that false or misleading information given in my application or interview may result in dismissal.

Signature of Applicant: _____ Date: _____