



APPLICATION FOR EMPLOYMENT

PERSONAL INFORMATION

DATE OF APPLICATION: _____

Name: _____
Last First Middle

Address: _____
Street City/State Zip

Alt. Address: _____
Street City/State Zip

Phone Number: _____ Alt. Phone Number: _____

Email: _____

WHAT POSITION ARE YOU APPLYING FOR: _____

Available Start Date: _____ Desired Pay Range: _____
Hourly or Salary

Are you currently employed? Yes No If yes, may we contact your employer? Yes No

EDUCATION

	Name and Location	Graduate? – Degree?	Major / Subjects of Study
High School			
College or University			
Specialized Training, Trade School, etc.			
Other Education			

Please list any special skills or other items that may contribute to your ability to perform in your desired job:

Do you have any hobbies or special interests? _____

EMPLOYMENT HISTORY

(Please list your last 3 employers in order from most recent)

Company Name: _____ **Dates Employed:** _____
Location: _____ Phone Number: _____
Role/Job Title: _____ Supervisor's Name: _____
Reason for Leaving: _____
Responsibilities: _____

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Role/Job Title: _____ Supervisor's Name: _____
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Company Name: _____ **Dates Employed:** _____
Location: _____ Phone Number: _____
Role/Job Title: _____ Supervisor's Name: _____
Reason for Leaving: _____
Responsibilities: _____

PERSONAL HISTORY

Are you a U.S. Citizen? Yes No If No, are you eligible to work in the United States? Yes No

Have you ever been convicted of or plead guilty to either a misdemeanor or felony crime? Yes No
(Including but not limited to drug related charges, child abuse, sex offender, other crimes of violence, theft, or motor vehicle violations?)

If yes, describe: _____

Note: If hired, you will be required to complete an I-9 (Proof of Eligibility to Work) and a criminal background check.

REFERENCES

List Three References (One personal and two professional)

Name: _____	Phone Number:	_____
Address: _____		
Street	City/State	Zip
Length of Time Known: _____	Relationship:	_____
Reason for Leaving: _____		

Name: _____	Phone Number:	_____
Address: _____		
Street	City/State	Zip
Length of Time Known: _____	Relationship:	_____
Reason for Leaving: _____		

Name: _____	Phone Number:	_____
Address: _____		
Street	City/State	Zip
Length of Time Known: _____	Relationship:	_____
Reason for Leaving: _____		

I, _____, hereby certify that the information I have provided on this application for employment is true and correct. I authorize Valley Praise United Methodist Church to verify the information I have provided on this application by contacting the references and employers I have listed, by conducting a criminal background check, or by other means, including contacting others that I have not listed. I authorize the references and employers listed on this application to give you whatever information they may have regarding my character and capabilities to perform the job for which I have applied.

In the even that my application is accepted and I become employed by Valley Praise United Methodist Church, I agree to abide by and be bound by the employee policies of Valley Praise United Methodist Church, and to refrain from inappropriate conduct in the performance of my duties on behalf of Valley Praise United Methodist Church.

I certify that I have read this waiver and the entire application, and I am fully aware of its contents.

Signature: _____ **Date:** _____