

NORTH GREENWOOD BAPTIST CHURCH
APPLICATION FOR EMPLOYMENT

Applications are received and employees are hired without regard to race, creed, color, sex, age, national origin, marital status, physical or mental handicap, veterans status and citizenship status. The receipt of this application does not mean that job openings exist or does not obligate us in any way. We appreciate your interest in North Greenwood Baptist Church.

Date: _____

PERSONAL INFORMATION

Name _____ Social Security No. _____
Last First Middle Initial

Present address _____ Home phone _____
No. Street City State Zip

How long have you lived at above address? _____

Previous address _____ How long did you live there? _____
No. Street City State Zip

Are you over the age of 18? Yes No If no, employment is subject to verification that you are of minimum legal age.

Are you a citizen of the United States? Yes No

If not a citizen of the U.S., can you provide proof that you can legally be employed in the U.S." Yes No

EMPLOYMENT INFORMATION

Position applying for _____ Date available for work _____

What salary/hourly rate do you expect? _____

Type of employment: Full Time Part Time Temporary

What days and hours, if part time? Days _____ Hours _____
From () AM () PM to () AM () PM

Have you ever applied for a job with us before? Yes No

Have you ever worked for us before? Yes No

May we contact your present employer? Yes No

Are there any experiences, skills, or qualifications which you feel would especially fit you for work at North Greenwood Baptist Church? _____

EDUCATION INFORMATION

Schooling	Name and location	No. Years attended	Did you Graduate?
Grade School	_____	_____	_____
High School	_____	_____	_____
College	_____	_____	_____
Trade/Business School	_____	_____	_____

Describe any other specialized or professional training (such as computers, etc.). If you are presently enrolled in school, what are you studying? _____

NORTH GREENWOOD BAPTIST CHURCH
APPLICATION FOR EMPLOYMENT - Page 2

PRIOR WORK RECORD (Start with most recent or present employer)

1. Name of Most Recent Employer _____ Telephone # _____
Address _____
Name & Position of Immediate Supervisor _____
Your Position, Title & Duties _____
Date of Employment: From _____ To _____
Reason for Leaving _____
2. Name of Employer _____ Telephone # _____
Address _____
Name & Position of Immediate Supervisor _____
Your Position, Title & Duties _____
Date of Employment: From _____ To _____
Reason for Leaving _____

REFERENCES

(Do not list relatives or previous supervisors)

Name _____ Phone No. _____ Years known _____ Occupation _____
Name _____ Phone No. _____ Years known _____ Occupation _____
Name _____ Phone No. _____ Years known _____ Occupation _____

The facts set forth in my application for employment are true and complete. I understand that if employed, false statements on my application shall be considered sufficient cause for dismissal. You are hereby authorized to make any investigation on my personal history.

To be employed at North Greenwood Baptist Church we may do a criminal background check and drug test.

I understand that employment at this organization is "at will", and includes no guarantee, contract, or promise of employment for any specified length of time.

Signature of Applicant

Date