



Colonial Park United Methodist Church

Application for Employment

Position for which you are applying : _____ Date: ___/___/___

Name: _____
First Middle Last

Street Address: _____

City: _____ State: _____ Zip: _____

Home Phone: (____)____-____ Work Phone: (____)____-____

Cell Phone: (____)____-____ Email: _____

Emergency Contact Person: _____ Relationship: _____

Emergency Contact Phone: (____)____-____

Church Membership and Affiliation

Are you currently a member of a local church? Yes _____ No _____

If Yes, please provide the name of the church. _____

If you are a member of a church, please specify how long. Years: _____ Months: _____

References

Reference Name <i>(First, Last)</i>	Address <i>(City, State, Zip)</i>	Daytime Phone	Length of Time Known	Type of Reference <i>(Please provide 2 professional and 2 personal references)</i>
				Professional
				Professional
				Personal
				Personal

Employment History

Dates of Employment <i>(begin & end date)</i>	Company Name & Address	Immediate Supervisor & Phone	Reason for Leaving	Salary <i>(yearly salary or hourly rate)</i>

Educational History *(From high school forward)*

Dates (mm/yyyy) <i>Beginning with most recent</i>	School Name & Address <i>(City, State, Zip)</i>	Type of School	Name of Program or Degree	Program Completed? <i>(Y or N)</i>

Confidential Background Check Information

Have you ever been convicted of a crime? Yes _____ No _____

If Yes, please provide an explanation: _____

Have you ever been accused or arrested for physically, sexually, or emotionally abusing a child or adult? Yes _____ No _____

If Yes, please provide an explanation: _____

Have you changed your name in the last 7 years? Yes _____ No _____

If Yes, what was your previous name(s)? _____

Please list all states (within the United States) in which you have lived within the past 5 years.

FOR EMPLOYMENT SCREENING PUPOSES, PLEASE PROVED THE FOLLOWING INFORMATION:

Social Security Number: _ _ _ - _ - _ _ _ _

Driver's License Information:

State: _____ Number: _____

Date of Birth: Month _____ Day _____ Year _____

(Birth date information is required for identification purposes only.)

Gender: Male _____ Female _____

Declarations

Colonial Park United Methodist Church (CPUMC) appreciates your willingness to share your faith, gifts and skills. Providing high quality, safe and secure programs for our community and our members is of the utmost importance to us. The information gathered in this application is designed to support this aim.

Please read and initial each of the statements below.

I declare that all statements contained in this application are true and that any misrepresentation or omission is cause for rejection of my application or dismissal from employment. _____

I hereby authorize CPUMC to conduct a personal and professional background check for the purposes of my prospective employment with CPUMC. The Church may contact any references, past and present employer, affiliated organizations, agencies where my employment/service has been completed, and any individual or organization that may be relevant to the desired position. I hereby release CPUMC from any and all liability for damages that may occur during the church's contact with the individuals for purposes of employment services. _____

I also hereby give permission for CPUMC to conduct the following inquiries as they are applicable to the job for which I am applying: criminal background check, sex offender registry check and driving record check. _____

I understand and agree that information may be obtained from sources that I provided above and that this information will be held confidentially by CPUMC. I have also read and understand the above stated information within this release and am signing below of my own free will. _____

I understand that CPUMC has a ZERO TOLERANCE FOR ABUSE and takes all allegations of abuse seriously. I further understand that CPUMC cooperates fully with the authorities to investigate all cases of alleged abuse. Abuse of minors or vulnerable adults is grounds for immediate dismissal and possible criminal charges. _____

I understand that I may withdraw my application at any time in the application/hiring process. _____

I understand that nothing in this application should be construed as a contract for employment. I understand that, if I am hired, my employment with CPUMC is "at will." _____

I understand that CPUMC does not discriminate on the basis of age, race, ethnicity, gender, or disability in any employment decision. _____

My signature indicates that I have read and understand all the above. _____

DO NOT SIGN UNTIL YOU HAVE READ AND INITIALED THE ABOVE STATEMENTS.

Applicant Signature _____ Date ____/____/_____