



Application for Employment

PERSONAL INFORMATION

Date: _____ Cell/Main Phone #: _____

Name: _____
Last First Middle

Address: _____
Street City Zip

Are you 18 years of age or older? Yes / No (circle one) Email: _____

If you have previously used another name, please indicate: _____

Position applying for: _____

If hired, on what date can you start work? _____

Availability: Full-Time / Part-Time / On-Call / Other: _____

EMPLOYMENT HISTORY

Present or Last Employer	May we contact this company for a reference? Y/N
Company Name: _____	
Address: _____ Phone # _____	
Your Title or Position: _____ Name of Supervisor: _____	
Employment Period: _____ Salary: _____ <i>From To Starting Ending</i>	
Reason For Leaving: _____	
Primary Duties: _____	

Previous Employer	May we contact this company for a reference? Y/N
Company Name: _____	
Address: _____ Phone # _____	
Your Title or Position: _____ Name of Supervisor: _____	
Employment Period: _____ Salary: _____ <i>From To Starting Ending</i>	
Reason For Leaving: _____	
Primary Duties: _____	

Previous Employer	May we contact this company for a reference? Y/N
Company Name: _____	
Address: _____ Phone # _____	
Your Title or Position: _____ Name of Supervisor: _____	
Employment Period: _____ Salary: _____ <i>From To Starting Ending</i>	
Reason For Leaving: _____	
Primary Duties: _____	

Previous Employer	May we contact this company for a reference? Y/N
Company Name: _____	
Address: _____ Phone # _____	
Your Title or Position: _____ Name of Supervisor: _____	
Employment Period: _____ Salary: _____ <i>From To Starting Ending</i>	
Reason For Leaving: _____	
Primary Duties: _____	

EDUCATION

Please list all schools attended:

Name & Address: _____
Years Completed/Diploma or Degree: _____
Describe Course of Study or Specialized Training: _____

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Name & Address: _____
Years Completed/Diploma or Degree: _____
Describe Course of Study or Specialized Training: _____

Please list special education, training, or certifications applicable to the position you are applying for: _____

Please indicate all computer software and office machinery you are proficient in: _____

MINISTRY / VOLUNTEER EXPERIENCE

Are you involved with any Summit ministries? Yes / No (circle one)

If YES, please explain: _____

Briefly explain any other ministry and/or volunteer experience: _____

PERSONAL REFERENCES

Please provide us with 3 personal references; unrelated to you; who have known you for at least one year.

Name: _____ Phone: _____

Address: _____

Relationship: _____ Years Acquainted: _____

Name: _____ Phone: _____

Address: _____

Relationship: _____ Years Acquainted: _____

Name: _____ Phone: _____

Address: _____

Relationship: _____ Years Acquainted: _____

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, or theft)? Yes / No (circle one)

If YES, please explain: _____

APPLICANT'S STATEMENT

I affirm that the information I have provided on this application for employment is true and correct to the best of my knowledge. I authorize Summit Christian knowledge. I authorize Summit Christian 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 on this application to provide Summit Christian Church any information they may have regarding my previous work habits, dates of employment, personal character and fitness for the job for which I have applied. Furthermore, I waive any rights I may have to confidentiality. I understand that false statements or material omissions of any kind during the hiring process may result in denial of employment or discharge.

In the event I become employed by Summit Christian Church, I agree to abide by and be bound by the policies of Summit and to refrain from inappropriate conduct in the performance of my duties.

I understand that employment with Summit Christian Church is "at will" and may be terminated by myself or Summit without notice, and with or without cause, at any time.

I have read this waiver and the entire application, and I am fully aware of its contents. I hereby authorize a copy of this APPLICANT'S STATEMENT to be as valid as the original. By signing below, I agree with the above statements and sign this freely and under no duress or coercion.

Signature of Applicant

Date: