



APPLICATION FOR EMPLOYMENT

Date _____

INSTRUCTIONS: 1. Print legibly in INK only. 2. Answer all questions. 3. Carefully read acknowledgment on back, then sign / date.

Name _____

(Last)

(First)

(Middle)

Address _____

(Street)

(City)

(State)

(Zip Code)

Phone _____ Email _____ Date Available for Work _____

Are you at least 18 years old? Yes No

If hired, can you verify that you are authorized to work in the United States? Yes No

Have you ever been convicted, pleaded guilty, or pleaded "no contest" to any felony, other than traffic violations in the past or are you a registered sex offender?

Yes No If yes, please explain (NOTE: Conviction will not necessarily disqualify applicant)

Have you applied for work at this church before? Yes No Have you ever worked for this church before? Yes No

Type of work or position applied for _____ Referred by _____

Interested in _____ Full Time _____ Part-time _____ Other _____

What days and hours are you available to work? _____

On what date are you available to work? _____ Rate of Pay Expected \$ _____ per _____

EMPLOYMENT RECORD—List your last three employers. Begin with your present or most recent position.

Name of organization _____ Address _____

Phone _____ Employed from _____ to _____

Title of job or position held _____ Name of Supervisor _____

Duties performed _____

Starting salary \$ _____ Salary at leaving \$ _____ Length of work week _____ hours

Reason for leaving _____

Name of organization _____ Address _____

Phone _____ Employed from _____ to _____

Title of job or position held _____ Name of Supervisor _____

Duties performed _____

Starting salary \$ _____ Salary at leaving \$ _____ Length of work week _____ hours

Reason for leaving _____

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Name of organization _____ Address _____

Phone _____ Employed from _____ to _____

Title of job or position held _____ Name of Supervisor _____

Duties performed _____

Starting salary \$ _____ Salary at leaving \$ _____ Length of work week _____ hours

Reason for leaving _____

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Have you ever been discharged or asked to resign by another employer? Yes No

If yes, please explain:

May we contact the employers listed above? Yes No If not, please indicate which ones you do not wish us to contact.

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REFERENCES—List three persons who are well acquainted with you. Do not give names of relatives, former employers, your schoolteachers, or anyone under 21 years of age.

Name	Address	Telephone Number	No. of Years Acquainted	Occupation

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EDUCATION

School	Name and Location of School	Course of Study	No. of Years Completed	Did you Graduate	Degree or Diploma
College					
High					
Elementary					
Other					

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US MILITARY RECORD

Are you a veteran of the United States military service? Yes No

ACKNOWLEDGMENT OF UNDERSTANDING AND CONSENT

PLEASE READ BEFORE SIGNING. If you have any questions regarding this statement, please ask them of an employment interviewer before signing.

This organization does not discriminate in hiring or employment on the basis of race, color, national origin, sex, age, or disability. Because we are a religious organization, St John Lutheran Church retains the right to give preference in hiring to members of our church or persons who are members in good standing of a Lutheran Church-Missouri Synod (LCMS) congregation.

It is understood that this application is not an obligation to provide employment. The application will be kept active for three months and it must be renewed to be active for a longer period.

I hereby certify that the statements made in this employment application are true and complete, to the best of my knowledge, and I authorize investigation of those statements. I understand that falsification, misrepresentation, or omission of facts will be sufficient cause for elimination of any consideration for employment or cause for dismissal from St John Lutheran Church, if I have been employed.

St John Lutheran Church has the right, exercisable at any time, and without notice, to change wages, to change or eliminate benefits and policies, as well as to terminate, with or without cause, the employment relationship. I understand that no manager or representative of St John Lutheran Church, other than the Senior Pastor or the President of St John Lutheran Church, has any authority to enter into any agreement for employment for any specified period of time or to make any agreement contrary to the foregoing.

I understand that all employees of St John Lutheran Church and School are expected to respect the official doctrines of The Lutheran Church—Missouri Synod and to pursue lifestyles that are morally in harmony with its teachings.

I agree that I have read and understand the above acknowledgments and agreements and recognize all of the above as conditions of employment.

Signature

Date