

# CONCORD UNITED METHODIST CHURCH

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CONCORD, MI 49237

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Pastor

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Employment Application - 2015

## APPLICATION FOR CHURCH EMPLOYMENT

**INSTRUCTIONS:** To assist us in better understanding your qualifications and interests and to assure the fullest consideration, please provide all of the information requested on this application. Please print or type all information.

### PERSONAL

_____	_____	_____	_____
Last Name	First Name	Middle Name	Date
_____	_____	_____	_____
Street Address	City	State	Zip
_____	_____	_____	_____
_____	_____	_____	_____
Telephone Number	Social Security Number		
_____	_____		
_____			
If you have used a name other than the one listed above, please list here			

Are you 18 years of age or older?

\_\_\_ Yes

\_\_\_ No

Are you able to perform the essential functions of the position for which you are applying with or without reasonable accommodations?

\_\_\_ Yes

\_\_\_ No If no, please explain (use a separate sheet if necessary).

### POSITION AND AVAILABILITY

_____	_____	_____
What position are you seeking?	Full time/part time	Date you are available

## BACKGROUND

Are you a United States citizen or alien legally authorized to work in the United States?

Yes

No

Have you ever been convicted of, or pled guilty or no contest to a crime other than a minor traffic violation, or are you now under charges for any criminal offense? A criminal conviction will not necessarily disqualify you from consideration for employment.

Yes (If yes, please explain fully on a separate sheet)

No

List each county and state of residence for the past 5 years:

Name of County	State	Date
_____	_____	_____
_____	_____	_____
_____	_____	_____

## EMPLOYMENT HISTORY

List your last 3 employers beginning with your current or most recent employer:

Current or last employer		Street Address, City, State, Zip	
Position	Supervisor	Telephone Number	
Beginning Date	Ending Date	Starting Salary	Ending Salary
Please describe your duties:			

Previous employer		Street Address, City, State, Zip	
Position	Supervisor	Telephone Number	
Beginning Date	Ending Date	Starting Salary	Ending Salary
Please describe your duties:			

Previous employer		Street Address, City, State, Zip	
Position	Supervisor	Telephone Number	
Beginning Date	Ending Date	Starting Salary	Ending Salary
Please describe your duties:			

### EDUCATION

Circle the highest grade completed: 8 9 10 11 12 GED College 1 2 3 4 Graduate School 1 2 3 4

School	City/State	Date Attended	Graduate? Y/N	Degree/Major

## TRAINING AND EXPERIENCE

List any additional training or experience you have had that qualifies you for the position you are seeking, including any professional license or certification:

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## PERSONAL REFERENCES

List below three personal references who are well acquainted with you. Do not list relatives.

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Name	Address, City, State, Zip	Telephone
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Name	Address, City, State, Zip	Telephone
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Name	Address, City, State, Zip	Telephone
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## ADDITIONAL INFORMATION

An application form sometimes makes it difficult for an individual to adequately summarize a complete background. Use the space below to summarize any additional information necessary to describe your full qualifications for the specific position for which you are applying. Attach additional sheets if necessary.

In consideration of the receipt of this application by the church, I agree and represent that:

- The information on this application is correct to the best of my knowledge.
- I authorize any reference checks from: schools, current or former employers or any other person or organization.

I understand and agree that nothing contained in this application for employment or in any pre-employment interview is intended to or shall create a contract between myself and the church for either employment or providing of any benefit. I further understand that a criminal records check will be conducted on me and I consent to any such check.

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Signature of applicant