



APPLICATION FOR EMPLOYMENT

GRAND VIEW METHODIST CHURCH

3342 John Wesley Drive, Dubuque, Iowa 52002 | Phone: (563) 582-8875 | Fax: (563) 582-3556
Email: office@grandviewdubuque.org | Web: www.grandviewdubuque.org

Name: _____
Last First Middle

Address: _____
Number Street City State Zip

Phone: (_____) _____ Social Security: _____ - _____ - _____

Are you over the age of 21? ____ Yes ____ No What is your church affiliation: _____

Position(s) applied for:

EDUCATION

High School: _____

Location: _____ Major/Degree: _____ Years completed: _____

College: _____

Location: _____ Major/Degree: _____ Years completed: _____

Business / Vocational School: _____

Location: _____ Major/Degree: _____ Years completed: _____

BACKGROUND

1. Have you ever been convicted of a crime? ____ No ____ Yes *
2. Do you have any record of child abuse or dependent adult abuse in any state? ____ No ____ Yes *
3. Do you have a communicable disease or other health concern that could pose a threat to the health, safety or well-being of children/others? ____ No ____ Yes *

*** Please explain any affirmative responses.**

Conviction of a crime will not necessarily bar employment. Factors such as age at the time of the offense, type of offense, and rehabilitation will be taken into account in determining suitability for employment. Iowa law requires a criminal record and child abuse check on all employees in contact with children. State of Iowa, Grand View United Methodist Church, and Grand View Child Development Ministry approval is necessary for employment.

EMPLOYMENT HISTORY

Please list all work experiences for the past five years (beginning with the most recent). Feel free to list babysitting, nannying, and child care related volunteer positions. You may substitute a resume, as long as all of the requested information is included.

#1 Employer: _____

Address: _____
Number Street City State Zip

May we contact this employer? ____ Yes ____ No If no, why: _____

Last supervisor name: _____ Employment Dates: _____ to _____

Beginning Pay Rate / Salary: _____ Ending Pay Rate / Salary: _____

Reason for leaving, please be specific: _____

List the jobs you held, duties performed, skills used/learned, advancements, or promotions while you worked at this company:

EMPLOYMENT HISTORY – CONTINUED

#2 Employer: _____

Address: _____
Number Street City State Zip

May we contact this employer? ____ Yes ____ No If no, why: _____

Last supervisor name: _____ Employment Dates: _____ to _____

Beginning Pay Rate / Salary: _____ Ending Pay Rate / Salary: _____

Reason for leaving: _____

List the jobs you held, duties performed, skills used/learned, advancements, or promotions while you worked at this company:

#3 Employer: _____

Address: _____
Number Street City State Zip

May we contact this employer? ____ Yes ____ No If no, why: _____

Last supervisor name: _____ Employment Dates: _____ to _____

Beginning Pay Rate / Salary: _____ Ending Pay Rate / Salary: _____

Reason for leaving: _____

List the jobs you held, duties performed, skills used/learned, advancements, or promotions while you worked at this company:

REFERENCES

List two references other than relatives or previous employers:

Name: _____ Phone: _____

Address: _____
Number Street City State Zip

Name: _____ Phone: _____

Address: _____
Number Street City State Zip

ABOUT YOU

What is the most important thing you are looking for in a job?

What are some things you feel you have done particularly well or in which you have achieved the greatest success?

What makes you feel like you'll be a good fit for this position?

APPLICATION WAIVER

Please read carefully. Initial to signify that you have read and understand the statements.

___ In exchange for the consideration of my job application by Grand View United Methodist Church (hereinafter called "GVUMC"), I understand that, if hired, my employment would be "at-will" and could be terminated at any time by either party, with or without cause and with or without notice. I understand that GVUMC, as an Iowa non-profit religious organization, does not provide any Unemployment Benefits.

___ I understand that I must submit to a criminal and child abuse record check, obtain and maintain all licensing and training requirements, and attend all required meetings.

___ I certify that the statements I have made are true and correct to the best of my knowledge. I understand that the submission of any false information or the omission of any requested information in connection with my application for employment, whether on this document or not, may be cause for failure to hire or for immediate discharge should I be employed GVUMC.

Signature of Applicant _____ **Date** _____