

APPLICATION FOR EMPLOYMENT

First Baptist Church of McKinney

Employment at the First Baptist Church of McKinney is on an "at-will" basis and is for no definite period and may, regardless of the date or method of payment of wages or salary, be terminated at any time with or without cause. No individual representative or committee of First Baptist Church of McKinney (other than the Personnel/Administrative Committee), supervisor, manager or other person irrespective of title or position may modify this policy for the employee or make an agreement with the employee written or oral that is contrary to this policy. All exceptions must be in writing with proper approval, signed by the Executive Pastor, and placed in the employee's file in the Human Resource Office.

Date Prepared _____

PERSONAL INFORMATION

Name _____
Last First Middle Initial

Social Security No. _____

Present Address _____
No. Street City State Zip

Home Phone () _____

How long have you lived at above address? _____

Previous Address _____
No. Street City State Zip

How long did you live there? _____

Are you over the age of 18? ☐ Yes ☐ No
 If no, employment is subject to verification that you are of minimum legal age.

What languages can you read, speak and write fluently? _____

Are you a citizen of the U.S., can you provide proof that you can legally be employed in the U.S.? ☐ Yes ☐ No

If not a citizen of the U.S., can you provide proof that you can legally be employed in the U.S.? ☐ Yes ☐ No

EMPLOYMENT INFORMATION

Position Applying for _____

Date available for work _____

What salary/hourly rate do you expect? _____

Type of employment: ☐ Full Time ☐ Part Time ☐ Temporary

What days and hours if part time? Days _____ Hours _____
From () AM () PM to () AM () PM

Do you have a relative that currently works for FBC? ☐ Yes ☐ No

Have you ever applied for a job with us before? ☐ Yes ☐ No

Have you ever worked for us before? ☐ Yes ☐ No

Have you ever been bonded? ☐ Yes ☐ No

Have you ever been refused bond? ☐ Yes ☐ No

If yes, state reason and date _____

Have you ever been convicted of any crime other than a minor traffic violation? ☐ Yes ☐ No

If yes, state date, court and place where offense occurred _____

Have you ever been discharged or requested to resign from a position? ☐ Yes ☐ No

If yes, explain _____

Does your present employer know of your plans to change employment? ☐ Yes ☐ No

Why do you desire to make a change? _____

Have you ever held a position of trust (handling money or confidential material)? ☐ Yes ☐ No

Are there any other experiences, skills, or qualifications which you feel would especially fit you for work with our organization?

☐ Yes ☐ No

EDUCATION INFORMATION					
Schooling	Years Completed	Degree Rec. and Major Sub.	Name of School	Location	Did you Graduate?
High School					
Trade Business or Correspondence					
College					
Graduate School or Seminary					
Other					

Employment History					
Company	From	To	Responsibilities	Ending Salary/hr	Reason for Leaving

Any other comments _____

