

# CELEBRATION BAPTIST CHURCH

## JOB APPLICATION

Instructions: Print clearly in black or blue ink. Answer all questions. Sign and date the form.

### **PERSONAL INFORMATION:**

Name \_\_\_\_\_  
First Name Middle Name Last Name

Address \_\_\_\_\_  
City State Zip Code

E-Mail Address \_\_\_\_\_

Phone Number ( ) \_\_\_\_\_ ( ) \_\_\_\_\_  
Home Personal

Are you eligible to work in the United States? Yes \_\_\_\_\_ No \_\_\_\_\_

Are you under age 18? Yes \_\_\_\_\_ No \_\_\_\_\_

If yes, do you have an employment/age certificate? Yes \_\_\_\_\_ No \_\_\_\_\_

Are you a relative of a current CBC Employee? Yes \_\_\_\_\_ No \_\_\_\_\_

If yes, employee's name: \_\_\_\_\_ Relation: \_\_\_\_\_

During the last ten years, have you ever been convicted of a crime other than a minor traffic offense? Yes \_\_\_\_\_ No \_\_\_\_\_

If yes, please explain: \_\_\_\_\_  
\_\_\_\_\_

### **POSITION/AVAILABILITY:**

Have you ever worked for or applied for a position at this church? \_\_\_\_ Yes \_\_\_\_ No

If so, when/what position?  
\_\_\_\_\_

Position Currently Applying For:  
\_\_\_\_\_

Days/Hours Available: \_\_\_\_\_ 1<sup>st</sup> date available \_\_\_\_\_

### **EDUCATION:**

Name and Address of School – Degree/Diploma  
\_\_\_\_\_  
\_\_\_\_\_

Skills and Qualifications: Licenses, Skills, Training, Awards

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## **EMPLOYMENT HISTORY:**

### **PRESENT POSITION:**

Employer: \_\_\_\_\_ Address \_\_\_\_\_

Supervisor: \_\_\_\_\_ Phone: \_\_\_\_\_

Email: \_\_\_\_\_ Position Title: \_\_\_\_\_

From: \_\_\_\_\_ To: \_\_\_\_\_ Responsibilities: \_\_\_\_\_

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Salary: \_\_\_\_\_ Reason for Leaving: \_\_\_\_\_

May We Contact Your Present Employer? Yes \_\_\_\_\_ No \_\_\_\_\_

### **PREVIOUS POSITION:**

**Employer:** \_\_\_\_\_ **Address:** \_\_\_\_\_

Supervisor \_\_\_\_\_ Phone: \_\_\_\_\_

Email: \_\_\_\_\_ Position Title: \_\_\_\_\_

From: \_\_\_\_\_ To: \_\_\_\_\_ Responsibilities: \_\_\_\_\_

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Salary: \_\_\_\_\_ Reason for leaving: \_\_\_\_\_

**Employer:** \_\_\_\_\_ **Address:** \_\_\_\_\_

Supervisor \_\_\_\_\_ Phone: \_\_\_\_\_

Email: \_\_\_\_\_ Position Title: \_\_\_\_\_

From: \_\_\_\_\_ To: \_\_\_\_\_ Responsibilities: \_\_\_\_\_

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Salary: \_\_\_\_\_ Reason for leaving: \_\_\_\_\_

**Employer:** \_\_\_\_\_ **Address:** \_\_\_\_\_

Supervisor \_\_\_\_\_ Phone: \_\_\_\_\_

Email: \_\_\_\_\_ Position Title: \_\_\_\_\_

From: \_\_\_\_\_ To: \_\_\_\_\_ Responsibilities: \_\_\_\_\_

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Salary: \_\_\_\_\_ Reason for leaving: \_\_\_\_\_

**REFERENCES:**

Please provide three professional references. For individuals without employment history, please provide three personal references.

Name/Title/Phone

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

I certify that information contained in this application is true and complete. I understand that false information given may be grounds for not hiring me or for immediate termination of employment at any point in the future if I am hired. I authorize the verification of any or all information listed above. All employment and compensation with CBC is "at will" which means that your employment can be terminated with or without cause, and with or without notice, at any time, at the option of either CBC or yourself, except as otherwise provide by law.

Signature \_\_\_\_\_ Date \_\_\_\_\_