



# ANCHOR CHURCH

## APPLICATION FOR EMPLOYMENT

DATE \_\_\_\_\_

### PERSONAL INFORMATION

NAME

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

PRESENT ADDRESS

\_\_\_\_\_  
Street City State ZIP

Home Phone # \_\_\_\_\_ Cell Phone # \_\_\_\_\_

Email Address \_\_\_\_\_

Are you a U.S. citizen, or otherwise legally eligible for employment in the United States?

Yes \_\_\_\_\_ No \_\_\_\_\_

### EMPLOYMENT DESIRED

Position \_\_\_\_\_

Date you can start work? \_\_\_\_\_

Are you currently employed? Yes \_\_\_\_\_ No \_\_\_\_\_

If yes, may we contact your employer? Yes \_\_\_\_\_ No \_\_\_\_\_

Have you ever applied at Anchor Church before? Yes \_\_\_\_\_ No \_\_\_\_\_ What year did you apply?

By whom were you referred to for position here? \_\_\_\_\_

Are you a current member of Anchor Church? Yes \_\_\_\_\_ No \_\_\_\_\_

List volunteer experience \_\_\_\_\_

Anchor Church is committed to providing equal opportunity in all employment practices, including but not limited to selection, hiring, promotion, transfer and compensation to all qualified applicants and employees without regard to age, race, color, national origin, sex or, handicap. Title VII of the Civil Rights Act of 1964 permits religious organization to give employment preference to members of their own religion.

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**EDUCATION BACKGROUND**

	Name/Location of School	Number of Years Attended	Date of Graduation
High School			
College			
Post-College			

**FORMER EMPLOYERS**

(List below the last four employers, starting with the most recent one first.)

MM/YY	Name/Address/Phone Number of Employer	Salary	Position	Reason for Leaving
FROM: TO:				
FROM: TO:				
FROM: TO:				
FROM: TO:				

**REFERENCES**

Please list three people (non-Anchor Church staff) other than family members who may serve as references.

	Name	Phone Number	Address	Business	Years Known
1.					
2.					
3.					

All information in this application is held strictly confidential by Anchor Church.

Do you have any physical mental or sensory handicaps which might affect work performance or which should be considered in job placement?

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Would you be willing to submit to drug and alcohol screening tests either prior to employment or anytime during employment? Yes \_\_\_\_\_ No \_\_\_\_\_

Have you ever been convicted for a crime or imprisoned?

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"I CERTIFY THAT THE FACTS CONTAINED IN THIS APPLICATION ARE TRUE AND COMPLETE TO THE BEST OF MY KNOWLEDGE AND UNDERSTAND THAT, IF EMPLOYED, FALSIFIED STATEMENTS ON THIS APPLICATION SHALL BE GROUNDS FOR IMMEDIATE DISMISSAL."

I AUTHORIZE INVESTIGATION OF ALL STATEMENTS CONTAINED HEREIN AND THE REFERENCES LISTED ABOVE TO GIVE YOU ANY AND ALL INFORMATION CONCERNING MY PREVIOUS EMPLOYMENT AND PERTINENT INFORMATION THEY MAY HAVE, AND RELEASE ALL PARTIES FROM ALL LIABILITY AND FROM ANY DAMAGE THAT MAY RESULT FROM FURNISHING THE SAME TO YOU. I UNDERSTAND AND AGREE THAT, IF HIRED, MY EMPLOYMENT IS FOR NOT FOR A DEFINITE PERIOD AND MAY BE TERMINATED AT ANY TIME WITHOUT PRIOR NOTICE AND WITHOUT CAUSE."

SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

## EXPERIENCE QUESTIONNAIRE

ON THE SCALE OF 1 BEING THE LOWEST AND 10 BEING THE HIGHEST, HOW WOULD YOU RATE YOUR EXPERIENCE IN THE FOLLOWING AREA: (Please circle one answer.)

Leadership Skills	1	2	3	4	5	6	7	8	9	10
Recruitment Skills	1	2	3	4	5	6	7	8	9	10
Communication Skills	1	2	3	4	5	6	7	8	9	10
Organization Skills	1	2	3	4	5	6	7	8	9	10

List other trade school training, certificate, licensing, permit or on-the-job experience:

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