



# APPLICATION FOR EMPLOYMENT

First Baptist Church (FBC) does not discriminate based on race, color, national origin, gender (except when gender is a bonafide occupational qualification), age, veteran status, disability or genetic information. As a church, FBC reserves the right under federal law to discriminate in employment based on religion. A background investigation will be conducted on all individuals offered employment.

Today's Date	Position for which you are applying
--------------	-------------------------------------

Personal Information (Please Print)		
Last Name	First Name	Middle
Address	City	State/Zip Code
Home Phone	Cell Phone	E-Mail Address
Do you have a driver's license?	License number	State

After reading the Job Description for this position, are you able to perform the Essential Functions and Duties and meet the physical requirements of this position?  Yes  No If No, please explain

FBC seeks to employ persons who are in agreement with it's purpose, Bylaws, and Constitution, and who have the talents and skills to integrate their experience and expertise with the Christian faith. Are you a Christian?  Yes  No

If yes, where is your church membership?  
Please provide your pastor's name and a contact number.  
Briefly describe your personal faith commitment.



# APPLICATION FOR EMPLOYMENT

## Employment Details

Are you currently employed?  Yes  No

May we contact your present employer?  Yes  No

Can you furnish proof of U.S. citizenship or immigration status upon employment?  Yes  No

Can you show proof of eligibility to work in the United States?  Yes  No

**(If you are offered employment, you will be required to provide documentation to verify your eligibility upon employment.)**

List any other name(s) under which you have ever worked

Consistent work attendance and punctuality are essential requirements to work at FBC Bangs. Explain anything that would interfere with your regular attendance and punctuality if you were offered a job with the church.

On what date are you available to begin work if you are offered employment?

## Legal Background

Have you ever been convicted of, plead no contest (*nolo contendere*) to, or received deferred adjudication for a felony?  Yes  No

If yes, what degree felony?

State

County

Date

Explain

Have you ever been convicted of, plead no contest (*nolo contendere*) to, or received deferred adjudication for a misdemeanor?  Yes  No If yes, please provide information below

State

County

Date

Explain

## Educational Background (If additional space is needed, please use the blank page at the end of this application.)

School	Name and location of school	Graduate		Diploma/Degree	Major Field of Study
		Yes	No		
High School		<input type="checkbox"/>	<input type="checkbox"/>		NA
Technical, Vocational or Business School		<input type="checkbox"/>	<input type="checkbox"/>		
Undergraduate Colleges or Universities		<input type="checkbox"/>	<input type="checkbox"/>		
Graduate Schools		<input type="checkbox"/>	<input type="checkbox"/>		



# APPLICATION FOR EMPLOYMENT

## Employment Background

List your employment history for the last five (5) years. Start with your current or last position. If you need additional space, please continue on the blank page at the end of this application.

Job Title	Employer	Dates Employed
Address		Phone Number
<input type="checkbox"/> Full Time <input type="checkbox"/> Part-time	Average number of hours worked per week	Final Salary <input type="checkbox"/> Hourly <input type="checkbox"/> Monthly
Supervisor's Name	Supervisor's Title	Supervisor's Phone Number
Briefly describe job duties and responsibilities.		
Reason for leaving		
Job Title	Employer	Dates Employed
Address		Phone Number
<input type="checkbox"/> Full Time <input type="checkbox"/> Part-time	Average number of hours worked per week	Final Salary <input type="checkbox"/> Hourly <input type="checkbox"/> Monthly
Supervisor's Name	Supervisor's Title	Supervisor's Phone Number
Briefly describe job duties and responsibilities.		
Reason for leaving		



# APPLICATION FOR EMPLOYMENT

Job Title	Employer	Dates Employed
Address		Phone Number
<input type="checkbox"/> Full Time	<input type="checkbox"/> Part-time	Average number of hours worked per week
Final Salary		<input type="checkbox"/> Hourly <input type="checkbox"/> Monthly
Supervisor's Name	Supervisor's Title	Supervisor's Phone Number
Briefly describe job duties and responsibilities.		
Reason for leaving		
<b>(If additional space is needed, please use the blank page at the end of this application.)</b>		
Have you ever been discharged or asked to resign from a job? <input type="checkbox"/> Yes <input type="checkbox"/> No If No, please explain		
Explain any gaps in your previous employment history.		
<b>Job-Related Professional Licenses or Certifications</b>		
License or Certificate number	Type	
Date acquired	Expiration date	
License or Certificate number	Type	
Date acquired	Expiration date	
License or Certificate number	Type	
Date acquired	Expiration date	



# APPLICATION FOR EMPLOYMENT

## Specialized Training or Skills

Describe any specialized training, apprenticeship or skills relevant to your ability to perform the job for which you are applying.

If relevant to the job for which you are applying, list below training/skills in which you are proficient.

Office machines	
Microsoft Office software	
Database management	
Other (i.e. CPR, first aid)	

## Additional Information (Optional)

Use this space, if needed, to complete any of the questions in this application. Please indicate the page number and section for which you are providing additional information.



# APPLICATION FOR EMPLOYMENT

## Applicant's Certification and Agreement

Please read carefully before signing.

By my signature below, I understand and agree that:

1. Full support of the Purpose, Constitution, and Bylaws of FBC Bangs is a condition of employment.
2. The church's receipt of this application does not imply any guarantee of an interview or employment.
3. If I misrepresent or deliberately omit any information on this application, I may be refused employment or if employed, I may be terminated.
4. If I am employed by FBC Bangs as a condition of employment, I agree to comply with the policies of the church.
5. As a condition of employment, I will be required to provide legal proof of authorization to work in the U.S.
6. If a conditional offer of employment is made to me, I grant the church permission to investigate thoroughly my educational, employment and personal history (which may include information concerning my character, criminal history, mode of living, general reputation, personal characteristic and related pertinent information). I hereby agree to release and waive any claim that I might have against FBC Bangs or any previous employer or school arising from either inquiries made by the church in order to verify the contents of my application or information provided by a former school or employer to the church's request.
7. I understand and acknowledge that, should I be employed by FBC Bangs, the employment relationship I have with the church will be on an "AT WILL" basis. This means that I am free to terminate my employment with the church at any time with or without cause or notice, and that the church is entitled to terminate my employment at any time without cause or notice.

I have read, understand and agree to the statements above and hereby certify that the facts I have provided in my Employment Application are true and complete.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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

Name printed \_\_\_\_\_

Clear Form

Print Form

Save Form

Submit Application

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_