

# MONUMENT COMMUNITY PRESBYTERIAN CHURCH APPLICATION FOR EMPLOYMENT

(Confidential Information)

<b>PERSONAL INFORMATION</b>				
				DATE
				SOCIAL SECURITY
NAME				NUMBER
LAST	FIRST	MIDDLE		
PRESENT ADDRESS				
STREET		CITY	STATE	ZIP
PERMANENT ADDRESS				
STREET		CITY	STATE	ZIP
PHONE NO.	ARE YOU 18 YEARS OR OLDER?		YES <input type="checkbox"/>	NO <input type="checkbox"/>
ARE YOU PREVENTED FROM LAWFULLY BECOMING EMPLOYED IN THIS COUNTRY BECAUSE OF VISA OR IMMIGRATION STATUS? YES <input type="checkbox"/> NO <input type="checkbox"/>				
IF YOU HAVE USED A NAME OTHER THAN THE NAME LISTED ABOVE DURING THE PAST FIVE YEARS, PLEASE LIST IT HERE.				
<b>EMPLOYMENT DESIRED</b>				
POSITION		DATE YOU CAN START	SALARY DESIRED	
ARE YOU EMPLOYED NOW?		IF SO MAY WE INQUIRE OF YOUR PRESENT EMPLOYER?		
EVER APPLIED TO MONUMENT COMMUNITY PRESBYTERIAN CHURCH (MCPC) BEFORE?			WHEN?	
<b>REFERRED BY:</b>				
ARE YOU ABLE TO PERFORM THE ESSENTIAL FUNCTIONS OF THE POSITION FOR WHICH YOU ARE APPLYING WITH OR WITHOUT REASONABLE ACCOMMODATIONS?		Yes <input type="checkbox"/>	No <input type="checkbox"/> IF NO, PLEASE EXPLAIN ON SEPARATE SHEET	
<b>EDUCATION</b>	<b>NAME AND LOCATION OF SCHOOL</b>	<b>NO OF YEARS ATTENDED</b>	<b>DID YOU GRADUATE</b>	<b>SUBJECTS STUDIED DEGREE</b>
GRAMMAR SCHOOL				
HIGH SCHOOL				
COLLEGE				
TRADE, BUSINESS OR CORRESPONDENCE SCHOOL				

**GENERAL**

SUBJECTS OF SPECIAL STUDY OR RESEARCH WORK

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SPECIAL SKILLS

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ACTIVITIES: (CIVIC, ATHLETIC, ETC.)

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EXCLUDE ORGANIZATIONS, THE NAME OF WHICH INDICATES THE RACE, CREED, SEX, AGE, MARITAL STATUS, COLOR OR NATION OF ORIGIN OF ITS MEMBERS.

U.S. MILITARY OR NAVAL SERVICE

RANK

PRESENT MEMBERSHIP IN NATIONAL GUARD OR RESERVES

<b>FORMER EMPLOYERS</b>		<b>(LIST BELOW LAST THREE EMPLOYERS, STARTING WITH LAST ONE FIRST)</b>		
<b>DATE MONTH AND YEAR</b>	<b>NAME, ADDRESS, TELEPHONE NUMBER OF EMPLOYER</b>	<b>SALARY</b>	<b>POSITION</b>	<b>REASON FOR LEAVING</b>
FROM				
TO				
FROM				
TO				
FROM				
TO				
FROM				
TO				

**REFERENCES:** GIVE THE NAMES OF THREE PERSONS NOT RELATED TO YOU, WHOM YOU HAVE KNOW AT LEAST ONE YEAR.

<b>NAME</b>	<b>ADDRESS AND TELEPHONE NUMBER</b>	<b>BUSINESS/ORGANIZATION</b>	<b>YEARS ACQUAINTED</b>
1			
2			
3			

HAVE YOU EVER BEEN CONVICTED OF, OR PLED GUILTY OR NO CONTEST TO A CRIME OTHER THAN A MINOR TRAFFIC VIOLATION, OR ARE YOU NOW UNDER CHARGES FOR ANY CRIMINAL OFFENSE? NOTE THAT A CRIMINAL CONVICTION WILL NOT NECESSARILY DISQUALIFY YOU FROM CONSIDERATION FOR EMPLOYMENT.

YES  IF YES, PLEASE EXPLAIN ON SEPARATE SHEET

NO

I CERTIFY THAT ALL THE INFORMATION SUBMITTED BY ME ON THIS APPLICATION IS TRUE AND COMPLETE, AND I UNDERSTAND THAT IF ANY FALSE INFORMATION, OMISSIONS, OR MISREPRESENTATIONS ARE DISCOVERED, MY APPLICATION MAY BE REJECTED AND, IF I AM EMPLOYED, MY EMPLOYMENT, WITH THE AUTHORIZATION OF THE PRESBYTERY OF PUEBLO, MAY BE TERMINATED.

IN CONSIDERATION OF MY EMPLOYMENT, I AGREE TO CONFORM TO MCPC'S RULES AND REGULATIONS, AND UNDERSTAND THAT NOTHING IN THIS APPLICATION IS INTENDED TO IMPLY OR CREATE AN EMPLOYMENT RELATIONSHIP OR EMPLOYMENT CONTRACT.

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

MCPC IS AN EQUAL OPPORTUNITY EMPLOYER, EXCEPT FOR CERTAIN POSITIONS WITH MINISTERIAL (i.e. RELIGIOUS) DUTIES. FOR THOSE POSITIONS WHICH PERFORM SOME MINISTERIAL DUTIES, MCPC CONFORMS TO THE PRESBYTERIAN CHURCH (USA) BOOK OF ORDER AND CONSIDERS PROSPECTIVE EMPLOYEES AND VOLUNTEERS WITHOUT REGARD TO RACE, ETHNIC ORIGIN, SEX, MARTIAL STATUS, AGE OR DISABILITIES. FOR ALL OTHER POSITIONS AT MCPC (i.e. POSITIONS WHICH DO NOT PERFORM SOME MINISTERIAL DUTIES), MCPC CONSIDERS PROSPECTIVE EMPLOYEES AND VOLUNTEERS WITHOUT REGARD TO RACE, RELIGIOUS CREED, COLOR, SEX, NATIONAL ORIGIN, ANCESTRY, AGE, DISABILITY OR OTHER BASES PROTECTED BY LAW.