



**APPLICATION FOR EMPLOYMENT**  
**First Lutheran Church is proud to be Tobacco-Free**

First Lutheran Church is an Equal Opportunity Employer, dedicated to a policy of non-discrimination in employment on any basis including race, religion, color, sex, age, national origin, disability, veteran status, marital status, or any other protected characteristic as established by law. Consistent with the Americans with Disabilities Act, applicants may request accommodations needed to participate in the application process.

Personal Information			
<i>PLEASE PRINT OR TYPE CLEARLY IN INK</i>			
NAME _____ <i>(Last)</i>	_____ <i>(First)</i>	_____ <i>(Middle)</i>	
ADDRESS _____ <i>(Street or PO Box)</i>	_____ <i>(City)</i>	_____ <i>(State)</i>	_____ <i>(Zip Code)</i>
Resident Address _____ <i>(if different from above)</i>			
PHONE _____ <i>(Home)</i>	_____ <i>(Cellular)</i>		_____ <i>(Other)</i>

Employment Desired		
Position applied for:	Date available to start:	Salary Desired:
How did you hear of this opportunity: <input type="checkbox"/> Advertisement <input type="checkbox"/> Friend <input type="checkbox"/> Employee <input type="checkbox"/> Walk-in <input type="checkbox"/> Other _____		
Do you know someone or are related to someone who is employed at First Lutheran Church? <input type="checkbox"/> No <input type="checkbox"/> Yes If yes, please state their name: _____		
Have you ever applied with First Lutheran Church before? <input type="checkbox"/> No <input type="checkbox"/> Yes If yes, when?	Have you ever worked for First Lutheran Church before? <input type="checkbox"/> No <input type="checkbox"/> Yes If yes, when?	
Hours available to work:	Background	
<b>Full Time</b> Monday-Friday <input type="checkbox"/> 6:30- 1:30 <input type="checkbox"/> 7:00-2:00 <input type="checkbox"/> 8:00-3:00 <input type="checkbox"/> 7:00-2:00	<b>Part Time</b> Monday- Friday <input type="checkbox"/> 1:30-6:00 <input type="checkbox"/> 2:30-6:00 <input type="checkbox"/> 3:00-6:00 <input type="checkbox"/> 2:00-6:00	Are you 18 years of age or older? <input type="checkbox"/> Yes <input type="checkbox"/> No Are you legally authorized to work in this country? <input type="checkbox"/> Yes <input type="checkbox"/> No Have you ever been convicted of a crime (felony or misdemeanor)? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, please describe: _____ Note: A conviction record will not necessarily disqualify you from the job for which you are applying.

Education				
	Name and Location of School	Dates Attended From/To Month/Year	Did you graduate?	Degree Received
High School			<input type="checkbox"/> Yes	
			<input type="checkbox"/> No	
College			<input type="checkbox"/> Yes	
			<input type="checkbox"/> No	
Trade/Business School			<input type="checkbox"/> Yes	
			<input type="checkbox"/> No	

Work Experience					
Name and Address of Company	Phone	Position	Supervisor	Dates of Employment	May We Contact for Reference?
					<input type="checkbox"/> Yes <input type="checkbox"/> No
					<input type="checkbox"/> Yes <input type="checkbox"/> No
					<input type="checkbox"/> Yes <input type="checkbox"/> No

References <i>(Please use work related references if possible)</i>		
Name	Address	Phone Number
1.		
2.		
3.		

Please list any additional skills that you feel may be beneficial to this position: \_\_\_\_\_

- I hereby certify that all information given by me on this application is true and correct to the best of my knowledge and agree that falsified information or significant omissions is justification for refusal to hire or termination of employment.
- I understand that this application and any resulting interview is not a contract of employment and employment may be terminated by either party at any time for any reason. I understand that any offer of employment is contingent upon being able to prove eligibility for employment as required by the Immigration Reform Act, satisfactory background checks, and health screen and my ability to meet all the physical standards established by the First Lutheran Church Early Learning Center as essential job function of the position that I am offered.
- I authorize current and previous employers, personal references, schools, and organizations named on this application to provide this First Lutheran Church Early Learning Center with any relevant information that may be required to arrive at an employment decision. I hereby release this First Lutheran Church Early Learning Center from any and all liability resulting from this investigation. **I, (applicant), hereby give consent to any and all prior employers of mine to provide information with regard to my employment with prior employers to (prospective employer).**
- I understand my application will be active for 30 days from the date completed after which time I would have to re-apply.
- By signing, I am certifying that I understand all the questions and statements on this application.
- CPR and First Aid are prerequisites for employment. You have 6 months form date of your signature to supply proof of certification.

\_\_\_\_\_  
(Applicant Signature)

\_\_\_\_\_  
(Date)