

Socastee United Methodist Church

Employment Application

Applicant Information

Full Name: _____ Date: _____
Last First M.I.

Address: _____
Street Address Apartment/Unit #

City State Zip Code

Phone: (____) _____ E-mail Address: _____

Date Available: _____ Social Security #: _____

Position Applied for: _____ Desired Salary: _____

Are you a citizen of the United States? _____ If no, are you authorized to work in the U.S.? _____

Have you ever worked for this church? _____ If yes, when? _____

Have you ever been convicted of a felony? _____ If yes, explain: _____

Are you able to perform the essential functions
of the position with or without accommodations: ____ Yes ____ No

In case of accident or illness, please contact: Name: _____ Relationship: _____

Address: _____ Phone #: (____) _____

Education

High School: _____ City, State: _____

From: _____ To: _____ Did you graduate?: _____

College: _____ City, State: _____

From: _____ To: _____ Degree: _____

Other: _____ City, State: _____

From: _____ To: _____ Degree: _____

Please list any professional licenses, certifications, or registrations: _____

Previous Employment

Company:_____Phone:_()_____

Address:_____Supervisor:_____

Job Title:_____Starting Salary:_____Ending Salary:_____

Responsibilities:_____

From:_____To:_____Reason for Leaving:_____

May we contact your previous supervisor for a reference:_____

Company:_____Phone:_()_____

Address:_____Supervisor:_____

Job Title:_____Starting Salary:_____Ending Salary:_____

Responsibilities:_____

From:_____To:_____Reason for Leaving:_____

May we contact your previous supervisor for a reference:_____

Company:_____Phone:_()_____

Address:_____Supervisor:_____

Job Title:_____Starting Salary:_____Ending Salary:_____

Responsibilities:_____

From:_____To:_____Reason for Leaving:_____

May we contact your previous supervisor for a reference:_____

Information to the applicant: As part of our procedure for processing your employment application, your personal and employment references may be checked. If you have misrepresented or omitted any facts on this application, and are subsequently hired, you may be discharged from your job. You may make a written request for information derived from the checking of your references.

If necessary for employment, you may be required to supply your birth certification or other proof of authorization to work in the US, have a physical examination and/or a drug test, to have a background check, or to sign a conflict of interest agreement and abide by its terms.

I understand and agree to the information shown above:

Signature:_____Date:_____

References

Please list three professional references.

Name: _____ Relationship: _____

Company: _____ Phone: _ (____) _____

Address: _____

Name: _____ Relationship: _____

Company: _____ Phone: _ (____) _____

Address: _____

Name: _____ Relationship: _____

Company: _____ Phone: _ (____) _____

Address: _____