

Centenary UMC Employment Application

About You

Name: _____ Date: _____

Present Address: _____

Permanent Address: _____

Phone: _____ E-Mail: _____

Are you 18 years or older? ☐ Yes ☐ No.

If under 18 years old, can you provide a work permit? ☐ Yes ☐ No

The Age Discrimination in Employment Act of 1967 prohibits discrimination on the basis of age with respect to individuals who are at least 40 but less than 70 years of age.

Position Desired

Position: _____ Date you can start: _____

Salary: _____ Are you employed now? ☐ Yes ☐ No

May we talk to your current employer? ☐ Yes ☐ No

Have you applied here before? ☐ Yes ☐ No If yes, for what position? _____

Are you related to an employee? ☐ Yes ☐ No If yes, to whom? _____

Education	Name and Location	Dates Attended	Degree	Major
High School				
College				
Graduate				

US Military rank or membership in the National Guard or Reserves: _____

Employment History

Dates Name and Employer's Address Salary Position Reason for Leaving

Have you been discharged or asked to resign? ☐ Yes ☐ No If yes, explain on a separate sheet.

Have you been convicted of a felony or misdemeanor? ☐ Yes ☐ No

If yes, please explain on a separate sheet the date and nature of each offense. A conviction does not necessarily exclude you from employment.

Have you ever been denied the opportunity to work with children? ☐ Yes ☐ No

References

Name	Address	Phone	Years Known
1			
2			
3			

Are you a U.S. citizen or authorized to work in the United States? ☐ Yes ☐ No

Can you verify your identity and eligibility to work in the United States? ☐ Yes ☐ No

Physical Limitations

Can you perform the functions of this job with reasonable accommodation? ☐ Yes ☐ No

If you need accommodation, please describe on a separate sheet.

Emergency Contact

Name: _____

Address: _____

Phone: _____ E-Mail: _____

Relationship: _____

Signature

To the best of my knowledge, the facts in this application are true and complete. If hired, untrue statements in this application may be grounds for dismissal.

I authorize the investigation of all statements in this application. The church may contact all references, employers, public agencies, and educational institutions to verify the accuracy of all information provided by me in this application, my resume, or job interviews. As allowed by law, references may give information concerning my previous employment and any pertinent information. I release all parties from all liability for any damage that may result from furnishing this information to you.

I agree that if hired that there will be no contract between me and the church. I will be an at-will employee as allowed by my state. My employment may be terminated at any time.

I understand that the church does not unlawfully discriminate in employment. No question on this application is used for the purpose of limiting an applicant as prohibited by applicable law.

As a Christ centered church, we may exercise preference on the basis of religion in our employment decisions.

I certify that I understand and accept the terms in this application.

Signature: _____

Date: _____