

FIRST CHRISTIAN CHURCH

1000 Kentucky Street Lawrence, KS 66044

office@fcclawrence.org

Employment Application



APPLICANT INFORMATION															
Last Name						First				M.I.		Date			
Street Address								Apartment/Unit #							
City						State				ZIP					
Phone						E-mail Address									
Date Available						Social Security No.				Desired Salary					
Position Applied for															
Are you a citizen of the United States?				YES ☐		NO ☐		If no, are you authorized to work in the U.S.?				YES ☐		NO ☐	
Have you ever worked for this company?				YES ☐		NO ☐		If so, when?							
Have you ever been convicted of a felony?				YES ☐		NO ☐		If yes, explain							
First Christian Church reserve the right to conduct a background check, including checks for criminal offenses.															
EDUCATION															
High School						Address									
From		To		Did you graduate?		YES ☐		NO ☐		Degree					
College						Address									
From		To		Did you graduate?		YES ☐		NO ☐		Degree					
Other						Address									
From		To		Did you graduate?		YES ☐		NO ☐		Degree					
OFFICE EQUIPMENT AND COMPUTER SOFTWARE KNOWLEDGE															
REFERENCES															
<i>Please list three professional references.</i>															
Full Name						Relationship									
Company						Phone		()							
Address															
Full Name						Relationship									
Company						Phone		()							
Address															
Full Name						Relationship									
Company						Phone		()							
Address															

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?				YES ☐		NO ☐			
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?				YES ☐		NO ☐			
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?				YES ☐		NO ☐			
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?				YES ☐		NO ☐			
JOB INTEREST: Why are you interested in this position?									
MILITARY SERVICE									
Branch						From			
Rank at Discharge						To			
Type of Discharge									
If other than honorable, explain									
DISCLAIMER AND SIGNATURE									
I certify that my answers are true and complete to the best of my knowledge.									
CERTIFICATION: By signing and submitting this form and any attachments, I certify that this application is complete and all information provided is true and accurate and contains no willful falsifications or misrepresentations. I understand that falsifications, misrepresentations, or omissions may disqualify me from consideration for employment with First Christian Church, or if hire, may be grounds for terminations. I hereby authorize this employer to (1) contact current and previous employers for verification of employment, (2) conduct a background investigation.									
Signature						Date			