



HARTZELL MT. ZION UNITED METHODIST CHURCH
EMPLOYMENT APPLICATION

POSITION Desired: _____

Name _____ Date _____

Address _____

E-mail Address _____

Home Phone # _____ Mobile Phone # _____

Are you eligible to work in the U.S? ☐ Yes ☐ No

Are you at least age 18 or older? (If no, you may be required to provide authorization to work.)
☐ Yes ☐ No

Have you ever been terminated from employment or asked to resign by an employer? ☐ Yes ☐ No

If yes, please provide company names and contact information

Company Name _____

Contact Information: _____

Do we have your permission to contact the employer? ☐ Yes ☐ No

When necessary, are you available to work evenings and weekends? ☐ Yes ☐ No

Are you able to perform the essential functions of the job for which you are applying?
☐ Yes ☐ No (See Job Description)

Date you can start _____

How did you learn about the position? _____

Have you ever been an employee of this church? ☐ Yes ☐ No

Explain _____

EDUCATION	Name and location of school	Diploma/Degree Received
High School		
College or University		
Trade, Business or Correspondence School		

EMPLOYMENT HISTORY Include your last five (5) years of employment history, starting with the most recent and working backwards in time. *Incomplete information could disqualify you from further consideration.*

From	To	Employer	Telephone
Job Title		Address	
Immediate supervisor and title		Summarize the nature of work performed and job responsibilities	
Reason for leaving			

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Job Title		Address	
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Immediate supervisor and title		Summarize the nature of work performed and job responsibilities	
Reason for leaving			

Do you have any special skills, experience and/or training that would enhance your ability to perform the position applied for? If yes, explain.

REFERENCES

Give the names of three persons not related to you, who you have known for at least three (3) years who can each provide examples of your character accountability, and dedication.

Name	Phone and Email	Company	Years Acquainted
1			
2			
3			

Please read carefully before signing.

I attest with my signature below that I have given to Hartzell Mt. Zion United Methodist Church (HMZ) true and complete information on this application. No requested information has been concealed. I authorize HMZ to contact references provided for employment reference checks. If any information I have provided is untrue, or if I have concealed material information, I understand that this will constitute cause for the denial of employment or immediate dismissal.

Date _____ Signature _____