|  |
| --- |
| First Presbyterian Church Fresno Employment Application |
|  |

# Your interest in First Presbyterian Church Fresno (“First Presbyterian Church”) is appreciated. We invite you to complete the following application and return it as soon as possible. First Presbyterian Church does not discriminate against any person because of sex, race, color, national origin, age or disability as required by federal law (to the extent applicable to First Presbyterian). As a religious nonprofit organization, First Presbyterian may prefer employees on the basis of religion.

This is an electronic application. Please click on the field that you wish to complete. In some cases you may need to delete contents by either hitting the delete key or by overwriting the current entry.

## Applicant Information

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Full Name: |  |  |  | Date: |  |
| Address: |  |  |
| City/ST/Zip: |  | CA |  |
| Phone: |  | Email: |  |

|  |  |
| --- | --- |
| Date Available: |  |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Are you a citizen of the U.S.? |  |  | If no, are you authorized to work in the U.S.? |  |  |

## Position Information

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Position for which you are applying: |  | | | | | | | |
| How did you find out about this position? |  | | | | | | | |
| Hours of the week you desire to work and when: |  | | | | | | | |
| Have you reviewed the job description for this position? | | |  | |  |
| Are you able to perform the duties of the job without accommodation? | | | |  | | |  |
| (If no, what accommodations do you need?) | |  | | | | | |

## Education

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **High School**: | | |  | | | | | City & State: | |  | | | | |
| From: |  | | | | To: |  | Did you graduate? | | | Yes | No |  |  |
|  |  | | | |  |  |  | | |  |  |  |  |
| **Trade/**  **Business School:** | |  | | | | | | | City & State: |  | | | |
| From: |  | | | | To: |  | Did you graduate? | | | Yes | No |  |  |
| Degree/Major | | | |  | | | | | | | | | |

|  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **College:** | |  | | | | | City & State: |  | | | | |
| From: |  | | | To: |  | Did you graduate? | | Yes | No | Degree: |  | |
| Major/minor | | |  | | | | | | | | |

|  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Other:** | |  | | | | City & State: | |  | | | | |
| From: |  | | To: |  | Did you graduate? | | Yes | | No | Degree: |  |

## References

Please list four persons who are available for immediate contact and who can comment on your character, reputation and/or work experience. References cannot be related to you and cannot be living in your household. List how long you have known them and the type of reference (friend, neighbor, business associate, etc.)

|  |  |  |  |
| --- | --- | --- | --- |
| Full Name: |  | Known Since: |  |
| Phone Numbers: |  | Reference type: | Choose an item |
| Full Name: |  | Known Since: |  |
| Phone Numbers: |  | Reference type: | Choose an item |
| Full Name: |  | Known Since: |  |
| Phone Numbers: |  | Reference type: | Choose an item |
| Full Name: |  | Known Since: |  |
| Phone Numbers: |  | Reference type: | Choose an item |

## Employment For the Last 10 Years (most recent first)

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Company: | |  | | | | Phone: |  | | |
| Address: | |  | | | | Supervisor: |  | | |
| Job Title: | |  | |  |  |  | |  | |
| Responsibilities: | | |  | | | | | | |
| From: |  | | To: |  | Reason for Leaving: |  | | |
| May we contact your previous supervisor for a reference? | | | | | | Yes | No | |
|  | | | | | |  |  | |
| Company: | |  | | | | Phone: |  | | |
| Address: | |  | | | | Supervisor: |  | | |
| Job Title: | |  | |  |  |  | |  | |
| Responsibilities: | | |  | | | | | | |
| From: |  | | To: |  | Reason for Leaving: |  | | |
| May we contact your previous supervisor for a reference? | | | | | | Yes | No | |

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Company: | |  | | | | Phone: |  | | |
| Address: | |  | | | | Supervisor: |  | | |
| Job Title: | |  | |  |  |  | |  | |
| Responsibilities: | | |  | | | | | | |
| From: |  | | To: |  | Reason for Leaving: |  | | |
| May we contact your previous supervisor for a reference? | | | | | | Yes | No | |
|  | | | | | |  |  | |
| Company: | |  | | | | Phone: |  | | |
| Address: | |  | | | | Supervisor: |  | | |
| Job Title: | |  | |  |  |  | |  | |
| Responsibilities: | | |  | | | | | | |
| From: |  | | To: |  | Reason for Leaving: |  | | |
| May we contact your previous supervisor for a reference? | | | | | | Yes | No | |

|  |
| --- |
| If you need to add more company information in order to go back 10 years, please enter it here (the field will expand to the size you need): |

## Other Experience

|  |  |
| --- | --- |
| Please list any other experience and/or skills you have that you feel would be helpful for this position including computer platforms and software experience: Additional Information  |  | | --- | |  |   Have you accepted Jesus Christ as your personal savior? Yes No |
| Please list the churches you have attended regularly within the last 10 years (if any). Please include the city, state and phone number of the church, and the approximate dates you regularly attended. |
| If you mentioned a church above, what church activities were you involved in and with what degree of regularity?     |  |  |  |  |  | | --- | --- | --- | --- | --- | | Have you ever been asked to leave a church? | Yes | No | (If yes, why?) |  | |

## Disclaimer and Signature

I certify that my answers are true and complete to the best of my knowledge.

If this application leads to employment, I understand that false or misleading information in my application or interview may result in my release.

I authorize First Presbyterian to request criminal background checks on me and a copy of my driving record (if you will be operating a vehicle on behalf of First Presbyterian) once an offer of employment is made and during the course of employment.

I understand and agree that it is important for all First Presbyterian employees to reflect the values and faith of First Presbyterian. I understand and agree to the following beliefs:

1. I confess the Lordship of Jesus Christ in my life and the Savior for the world.
2. I confess the authority of Scripture as the only reliable guide for faith and practice.
3. I affirm fidelity between one man and one woman in the covenant of marriage as the standard for appropriate sexual relations.

|  |  |  |  |
| --- | --- | --- | --- |
| Signature: |  | Date: |  |

**Release and Authorization of Release of Information**

To whom it may concern:

I,(Please type your full name here.) , have applied for employment at First Presbyterian Church Fresno (“First Presbyterian”). I authorize First Presbyterian to contact any person or entity to obtain information concerning me, including, but not limited to, the employers, organizations, supervisors, governmental agencies and references that I listed in my application. Without limiting the foregoing, I understand and agree that this release allows the Department of Social and Health Services, including, but not limited to, Child Protective Services, to release information concerning me. **I hereby release and agree to hold harmless from liability any person or organization (whether listed in my application or not) who provides information or references about me to First Presbyterian or its directors, officers, employees, volunteers and agents. I also hereby release and agree to hold harmless First Presbyterian and its past, present and future directors, officers, employees, volunteers, and agents with respect to the obtaining of such information about me.** I waive any right I might have to inspect the references provided on my behalf. A copy of this release shall be as effective as a signed original.

I have read this release and authorization of release of information, and enter it freely and voluntarily.

THIS STATEMENT CONTAINS A RELEASE. PLEASE READ IT CAREFULLY.

|  |  |  |  |
| --- | --- | --- | --- |
| Signature | Please type your signature here | Date: |  |