

# Crown of Glory Lutheran Church, ELCA

## Employment Application An Equal Opportunity Employer

Last name	First name	Middle name	Social Security number
Current mailing address Street	City	State	Zip
			Area code and home phone number (     )
Permanent address (if different from above) Street	City	State	Zip
			Other phone numbers where you can be reached
Are you a United States citizen? <input type="checkbox"/> Yes <input type="checkbox"/> No	If not, are you an alien authorized to work in the United States? <input type="checkbox"/> Yes <input type="checkbox"/> No	List other names which you have used to identify yourself (for reference purposes)	
Have you ever previously applied at Crown of Glory? <input type="checkbox"/> Yes <input type="checkbox"/> No		If yes, indicate date:	
For what position are you applying?		Are you interested in: <input type="checkbox"/> Full time <input type="checkbox"/> Part time <input type="checkbox"/> Temporary <input type="checkbox"/> Summer	
Date available	Wage or salary acceptable	Will you relocate? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Are you willing to travel? <input type="checkbox"/> Yes <input type="checkbox"/> No	If yes, to what extent? <input type="checkbox"/> 25% <input type="checkbox"/> 50% <input type="checkbox"/> 50%+	How were you referred to Crown of Glory?	
Have you ever been convicted of a crime other than a minor traffic violation? (This information may be considered in hiring or job placement, but will not automatically disqualify you for employment.) <input type="checkbox"/> Yes <input type="checkbox"/> No   If yes, explain:			
Are you subject to a non-compete or confidentiality agreement from a prior employer or business relationship? <input type="checkbox"/> Yes <input type="checkbox"/> No			
If Yes, please attach a copy or mail to Crown of Glory's Human Resources department under separate cover.			
List the office machines you operate (i.e., 10-key, PC, etc.)			Typing WPM

### EDUCATION High School

School
Location

### POST-SECONDARY EDUCATION

*(Applicants may be asked to furnish transcripts of school or college work)*

Name of Institution		Location/Address		
Dates attended From                      To		Did you graduate? <input type="checkbox"/> Yes <input type="checkbox"/> No	Degree or certificate granted	Minor
Gradepoint average	Major average	If you did not graduate, give reason		
Name of Institution		Location/Address		
Dates attended From                      To		Did you graduate? <input type="checkbox"/> Yes <input type="checkbox"/> No	Degree or certificate granted	Minor
Gradepoint average	Major average	If you did not graduate, give reason		
Were you employed during the school year? If Yes, how many hours per week (on average) did you work?				

## ACTIVITIES

Class organizations, scholastic honors, societies and other school activities: (You may exclude organizations which indicate race, creed, color or national origin.)
Professional society memberships: (You may exclude organizations which indicate race, creed, color, national origin, age, sex or religion.)
Patents, inventions and published papers
Hobbies and recreational interests

## EMPLOYMENT RECORD

Are you presently employed?  Yes  No

### Present or most recent employer

Name of company		Type of business	
Street address		City	State <span style="float: right;">Zip</span>
Employment dates From _____ To _____	Supervisor's name	Supervisor's title	Phone number
Position title		Brief description of job:	
Starting salary \$ _____ per	Present or final salary \$ _____ per		
Reason for leaving			
May we contact this employer? <input type="checkbox"/> Yes, immediately <input type="checkbox"/> Yes, at a later date <input type="checkbox"/> No, do not contact			

### First previous employer

Name of company		Type of business	
Street address		City	State <span style="float: right;">Zip</span>
Employment dates From _____ To _____	Supervisor's name	Supervisor's title	Phone number
Position title		Brief description of job:	
Starting salary \$ _____ per	Present or final salary \$ _____ per		
Reason for leaving			
May we contact this employer? <input type="checkbox"/> Yes, immediately <input type="checkbox"/> Yes, at a later date <input type="checkbox"/> No, do not contact			

**Second previous employer**

Name of company		Type of business	
Street address		City	State                      Zip
Employment dates From                      To	Supervisor's name	Supervisor's title	Phone number
Position title		Brief description of job:	
Starting salary \$                      per	Present or final salary \$                      per		
Reason for leaving			
May we contact this employer? <input type="checkbox"/> Yes, immediately <input type="checkbox"/> Yes, at a later date <input type="checkbox"/> No, do not contact			

**Third previous employer**

Name of company		Type of business	
Street address		City	State                      Zip
Employment dates From                      To	Supervisor's name	Supervisor's title	Phone number
Position title		Brief description of job:	
Starting salary \$                      per	Present or final salary \$                      per		
Reason for leaving			
May we contact this employer? <input type="checkbox"/> Yes, immediately <input type="checkbox"/> Yes, at a later date <input type="checkbox"/> No, do not contact			

**U.S. MILITARY SERVICE**

Branch of service	Rank at separation	Type of discharge
Duties in service		

**SUPERVISORY EXPERIENCE**

Have you ever supervised people? <input type="checkbox"/> Yes <input type="checkbox"/> No   Explain nature of supervision:

**OTHER TRAINING AND EXPERIENCE**

Describe any training, experience or qualifications (not previously covered) that may be of interest:

## CERTIFICATION

NOTICE THAT A REFERENCE REPORT MAY BE REQUESTED. We may request an inquiry into your background by a consumer reporting agency.

**ASSIGNMENT OF INVENTIONS AND DISCOVERIES.** If I am employed by Crown of Glory Lutheran Church, I hereby agree to assign and transfer promptly to the Church without additional consideration, all rights, title and interest in all inventions, discoveries, ideas and improvements conceived, developed or made by me during my employment with the Church. I understand this agreement does not apply to an invention for which no equipment, supplies, facility or trade secret information of the Church was used and which was developed entirely on my own time, and (1) which does not relate (a) directly to the business of the Church, or (b) to the Church's actual or demonstrably anticipated research or development, or (2) which does not result from any work performed by me for the Church.

I understand that if I am hired, any false or misleading statement or information submitted by me on this application, which I sign, may result in immediate dismissal without notice.

If I am hired, I understand and agree that my employment and compensation can be terminated, with or without cause, at any time at the option of either the Church or myself. I understand that no representative of the Church has any authority to enter into any agreement for employment for any specified period of time or to make any agreement contrary to the foregoing, except in a formal written contract of employment signed both by the Senior Pastor of Crown of Glory Lutheran Church and by me.

I understand further that nothing contained in this employment application or in the granting of an interview is intended to create an employment contract between the Church and myself for either employment or for the providing of any benefit. No promises regarding employment have been made to me, and I understand that no such promise or guarantee is binding upon the Church.

I hereby certify the statements and information contained in this application are, to the best of my knowledge, completely true and correct; and I have read the above notice relating to a reference report.

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Applicant's Signature

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Date