Rosewood Church

Application for Employment

Pre-Employment Questionnaire • An Equal Opportunity Employer

Personal Information

NAME_____

Last First Middle

Social Security #_____ Driver's License #_____

Present Address_____

Street City State Zip

Previous Address_____

Street City State Zip

Phone #_____ Are you 18 yrs or older (circle) Yes or No

Email _____

Are you either a U.S Citizen or an Alien Authorized to work in the United State? (circle) Yes or No

Employment Desired

Position_____ Date you can start _____

Salary Desired_____ Are you employed now? (circle) Yes or No

If yes, may we inquire of your present employer? _____

Have you ever applied here before? (circle) Yes or No If yes, when?_____

Referred by:_____

Education	Name and Location of School	Number of Years Attended	Did You Graduate	Subjects Studied
High School				
College				
Trade, Business, or Graduate School				

General

Subject of special study or research work_____

Special Skills_____

Activities (Civic, Athletic, etc…)_____
(Exclude organizations, the name of which indicates race, creed, sex, age, marital status, color or nation of origin of its members)

U.S. Military or Naval Service_____ Rank_____

Present membership in National Guard or Reserves_____

Former Employers (List below last three employers, starting with the most current/last one first)

Date/Month/Year Start/End	Name and Address of Employer	Salary	Position	Reason for Leaving

Which of these jobs did you like best?_____

What did you like most about this job?_____

References: Give the names of three persons not related to you. Whom you have known at least one year.

Name	Address	Business	Years Acquainted
1.			
2.			
3.			

In case of an emergency notify_____
Name Phone

- I certify that they facts contained in this application are true and complete to the best of my knowledge and understand that if employed, falsified statements on this application shall be grounds for dismissal.
- I authorize investigation of all statements contained herein and the references listed above to give you any and all information concerning my previous employment and any pertinent information they may have, and release all parties from all liability for any damage that may result from furnishing same to you.
- I understand and agree that, if hired, my employment is for no definite period and may, regardless of the date of payment of my wages and salary, be terminated at any time without prior notice and without cause.
- I agree that I will not commence any action or suit relating to my employment with the company (or termination of employment) more than 180 days after the employment action at issue. I agree to waive any statute of limitations to the contrary. I understand this means that even if the law would give me the right to wait a longer time to make a claim, I am waiving the right, and that any claims not brought within 180 days of the action claimed of will be barred.

Are you presently able, with or without accommodations, to perform the duties required by the job for which you are applying? (circle) Yes or No

If you require accommodation, you must, under Michigan Law, inform your employer of your need for accommodation with 182 days from the time you know, or should have known of your need for accommodation.

Have you ever been convicted of a felony in the last seven (7) years? (circle) Yes or No
(Such conviction may be relevant if job-related, but does not bar you from employment).

If yes, please explain:_____

_____

_____

Have you ever participated in, or been accused of, convicted of, or pleaded guilty or no contest to any abuse or any sexual misconduct?
___ Yes ___ No

Have you ever had a verdict rendered against you in any civil action arising out of any personal act or conduct related to abuse or sexual abuse?
___ Yes ___ No

Have you ever been convicted of or pleaded guilty or no contest to any criminal offense of any kind?
___ Yes ___ No

Are you aware of any traits or tendencies you possess that could pose a threat to children or youth?
___ Yes ___ No

I agree to be bound by and follow the Code of Conduct and other provisions in the Child Safety Policy of Rosewood Reformed Church. This includes my understanding and agreement that all allegations against me of abuse will be reported to the proper authorities.

I authorize and agree to a criminal history check on a state and national level. My signature below authorizes the church to make such checks and to disclose the results to the Administrative Board of the Rosewood Reformed Church as needed to make a decision regarding my volunteer service.

I hereby release any individual acting on behalf of Rosewood Reformed Church and the Church itself from any and all liability for damages of whatever kind of nature which may result to me, my heirs, or my family, on account of compliance or any attempts to comply with the Child Safety Policy of Rosewood Reformed Church.

I further state that I HAVE CAREFULLY READ THE FOREGOING RELEASE AND KNOW THE CONTENTS THEREOF AND SIGN THIS RELEASE ON MY OWN FREE ACT. This is a legal agreement which I have read and understand.

Applicant's Signature: _____Date: _____

Witness: _____ Date: _____