



First Baptist Church

1015 Chambersburg Rd, Gettysburg, Pennsylvania, 17325

EMPLOYMENT / JOB APPLICATION

PERSONAL INFORMATION

FULL NAME: _____ DATE: _____

ADDRESS: _____

CITY: _____ STATE: _____ ZIP CODE: _____

E-MAIL: _____ PHONE: _____

SOCIAL SECURITY NUMBER (SSN): _____

DATE AVAILABLE: _____ DESIRED PAY: \$ _____ HOUR SALARY

POSITION APPLIED FOR: _____

EMPLOYMENT DESIRED: FULL-TIME PART-TIME SEASONAL

EMERGENCY CONTACT NAME & NUMBER: _____

EMPLOYMENT ELIGIBILITY

ARE YOU A U.S. CITIZEN? YES NO*

*IF NO, ARE YOU ALLOWED TO WORK IN THE U.S.? YES NO

HAVE YOU EVER WORKED FOR FIRST BAPTIST CHURCH? YES NO

*IF YES, WRITE THE START AND END DATES: _____

HAVE YOU EVER BEEN CONVICTED OF A FELONY? YES* NO

*IF YES, PLEASE EXPLAIN: _____

EDUCATION

HIGH SCHOOL: _____ CITY / STATE: _____

YEARS ATTENDED: FROM _____ TO _____

DID YOU GRADUATE? YES NO

COLLEGE: _____ CITY / STATE: _____

YEARS ATTENDED: FROM _____ TO _____

DID YOU GRADUATE? YES NO

DEGREE: _____

OTHER: _____ CITY / STATE: _____

YEARS ATTENDED: FROM _____ TO _____

DEGREE/CERTIFICATION: _____

EMPLOYMENT HISTORY (most recent first)

EMPLOYER1: _____

E-MAIL: _____ PHONE: _____

ADDRESS: _____

CITY: _____ STATE: _____ ZIP CODE: _____

STARTING PAY: \$ _____ HOUR SALARY

ENDING PAY: \$ _____ HOUR SALARY

JOB TITLE: _____ RESPONSIBILITIES: _____

START DATE: _____ END DATE: _____

REASON FOR LEAVING: _____

MAY WE CONTACT THIS EMPLOYER? YES NO

EMPLOYER2: _____

E-MAIL: _____ PHONE: _____

ADDRESS: _____

CITY: _____ STATE: _____ ZIP CODE: _____

STARTING PAY: \$ _____ HOUR SALARY

ENDING PAY: \$ _____ HOUR SALARY

JOB TITLE: _____ RESPONSIBILITIES: _____

START DATE: _____ END DATE: _____

REASON FOR LEAVING: _____

MAY WE CONTACT THIS EMPLOYER? YES NO

EMPLOYER3: _____

E-MAIL: _____ PHONE: _____

ADDRESS: _____

CITY: _____ STATE: _____ ZIP CODE: _____

STARTING PAY: \$ _____ HOUR SALARY

ENDING PAY: \$ _____ HOUR SALARY

JOB TITLE: _____ RESPONSIBILITIES: _____

START DATE: _____ END DATE: _____

REASON FOR LEAVING: _____

MAY WE CONTACT THIS EMPLOYER? YES NO

SPECIALIZED SKILLS

SKILLS / EQUIPMENT OPERATED:

VIDEO EQUIPMENT SOUND EQUIPMENT MS WORD/POWERPOINT/EXCEL CHURCH MGT SOFTWARE (ChMS) DOCUMENT MGT (e.g. SHAREPOINT, GOOGLE DOCS)

ADDITIONAL SKILLS:

BILINGUAL OR MULTILINGUAL ABILITIES

PLEASE LIST: _____

STRENGTHS/CORE QUALIFICATIONS THAT FIT THIS POSITION:

MILITARY SERVICE

ARE YOU A VETERAN? YES NO

BRANCH: _____ RANK AT DISCHARGE: _____

STARTING DATE: _____ ENDING DATE: _____

TYPE OF DISCHARGE: _____

IF NOT HONORABLE, PLEASE EXPLAIN: _____

PROFESSIONAL REFERENCES

REFERENCE 1 NAME: _____ RELATIONSHIP: _____

PHONE NUMBER: _____ EMAIL ADDRESS: _____

REFERENCE 2 NAME: _____ RELATIONSHIP: _____

PHONE NUMBER: _____ EMAIL ADDRESS: _____

REFERENCE 2 NAME: _____ RELATIONSHIP: _____

PHONE NUMBER: _____ EMAIL ADDRESS: _____

BACKGROUND CHECK CONSENT

IF ASKED, WOULD YOU CONSENT TO A BACKGROUND CHECK? YES NO

DISCLAIMER

The applicant understands that this is an Equal Opportunity Employer who is committed to excellence through diversity. In order to ensure this application is acceptable, please print or type with the application being fully completed in order for it to be considered.

I, the Applicant, certify that my answers are true and honest to the best of my knowledge. If this application leads to my eventual employment, I understand that any false or misleading information in my application or interview may result in my employment being terminated.

SIGNATURE _____ **DATE:** _____

PRINT NAME _____