

First United Methodist Church of Eureka Springs
195 Huntsville Road
Eureka Springs, AR 72632
479-253-8987

EMPLOYMENT APPLICATION

Today's Date _____

Name: _____
Last First Middle

Are you over the age of 18? Yes No

Present Address: _____ City: _____

State: _____ Zip: _____

Home Phone: _____ Cell Phone: _____

Email Address: _____

Position applying for: _____

Date you are available to start: _____

This application form is intended for use in evaluating your qualifications for employment. This is not an employment contract. Please answer all appropriate questions completely and accurately. False or misleading statements during the interview and on this form are grounds for terminating the application process or, if discovered after employment, terminating employment. First United Methodist Church is an equal opportunity employer and does not discriminate against any applicant or employee because of race, color, religion, gender, national origin, age, disability, veteran status, citizenship or any other characteristic protected by federal, state, or local law. A conviction will not necessarily bar an applicant from employment. Additional testing of job-related skills and for the presence of drugs in your body may be required prior to employment.

Qualifications:

- Please circle highest grade completed. 7 8 9 10 11 12 13 14 15 16 16+
 If your school records are under a different name than listed above, please enter that name. _____

Name	City/State	Graduated	Degree Type
High School		Yes No	
College		Yes No	
Other		Yes No	

Third Most Recent Employer

Company Name

City

State

From _____

To _____

Dates Employed

Job Title

Supervisor Name

Duties

Reason for Leaving

5. Previous Volunteer Experience: Please list any relevant volunteer positions you have held and list the duties you performed in each position, the name of your supervisor, the address and phone number of the volunteer organization, and the dates of your volunteer service.

Name of Organization	Positions held	Dates

6. Have you ever been convicted of or pled guilty to a crime, either a misdemeanor or a felony (including but not limited to drug-related charges, child abuse, other crimes of violence, theft, or motor vehicle violations)? No Yes
If yes, please explain: _____

7. References: Please list three individuals who are not related to you by blood or marriage as references. Please list people who have known you for at least three years.

1. Name: _____
Address: _____
Daytime Phone: _____
Evening Phone: _____
Length of time you have known reference: _____
Relationship to reference: _____

2. Name: _____
Address: _____
Daytime Phone: _____
Evening Phone: _____

Length of time you have known reference: _____

Relationship to reference: _____

3. Name: _____

Address: _____

Daytime Phone: _____

Evening Phone: _____

Length of time you have known reference: _____

Relationship to reference: _____

Waiver and Consent:

I, _____, hereby certify that the information I have provided on this application for employment is true and correct. I authorize this church to verify the information I have provided on this application by contacting the references and employers I have listed, by conducting a criminal records check, or by other means, including contacting others whom I have not listed. I authorize the references and employers listed in this application to give you whatever information they may have regarding my character and fitness for the job for which I have applied. Furthermore, I waive any rights I may have to confidentiality.

In the event that my application is accepted and I become employed by First United Methodist Church, I agree to abide by and be bound by the policies of First United Methodist Church and to refrain from inappropriate conduct in the performance of my duties on behalf of First United Methodist Church.

In consideration of my employment, I agree to conform to First United Methodist Church's policies and regulations, and I agree that my employment and compensation can be terminated, with or without cause, and with or without notice, at any time, at either my or First United Methodist Church's option. I also understand and agree that the terms and conditions of my employment may be changed, with or without cause and with or without notice, at any time by First United Methodist. I understand that no First United Methodist representative, other than both the Chair of SPRC and the Pastor, and then only in writing with the understanding specifically set forth, and signed by the Pastor and myself, has any authority to enter into any agreement for employment for any specific period of time, or to make any agreement contrary to the foregoing.

I have read this waiver and the entire application, and I am fully aware of its contents.

Signature of Applicant

Date