



APPLICATION FOR EMPLOYMENT

Director of Human Resources
10901 Lowell Ave. Suite 290
Overland Park, Kansas 66210

We appreciate your interest in Christ Community Church. Applications are received and employees are hired without regard to race, creed, color, sex, age, national origin, marital status, physical or mental handicap, veteran status, and citizenship status. The receipt of this application does not mean that job openings exist or does not obligate us in any way.

While completing this application, if you find it necessary to provide additional comments or explanations to questions asked, please attach additional sheets of paper. Please print or type.

Date Prepared _____

PERSONAL INFORMATION

Name (last, first, middle initial)			Social Security #		
Present Address			City	State	Zip
How long have you lived here?			Phone		
Are you at least age 18?	Yes	No	Email		
Are you legally authorized to work in the U.S.?	Yes	No	Note: You will be required to furnish documents to verify your eligibility for employment in accordance with the Immigration Reform and Control Act, and your employment is contingent upon furnishing such documents.		

EMPLOYMENT INFORMATION

Type of work desired		If hired, when would you be available?		Salary Desired	
		If part time, what days and hours?			
Are you currently employed?	Yes	No	If so, may we contact your current employer?	Yes	No
Why do you desire to make a change?					
Have you ever applied for a job with us before?	Yes	No	Have you ever worked for us before?	Yes	No
Have you ever held a position of trust (handling money or confidential material)?				Yes	No

PRIOR WORK RECORD

(start with most recent or present employer)

Employer	Employed (mo/yr) from: to:	Type of work	Reason for leaving
Address (City, State, Zip)			
Name of Supervisor	Email	Phone	

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Address (City, State, Zip)

Name of Supervisor	Email	Phone
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Employer	Employed (mo/yr) from: to:	Type of work	Reason for leaving
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Address (City, State, Zip)

Name of Supervisor	Email	Phone
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EDUCATION

Schools	Name/Location	Did You Graduate?	Major Courses or Diploma/Degree
High School		Yes No	
Trade or Correspondence		Yes No	
College		Yes No	
Graduate School or Seminary		Yes No	

United States Armed Forces	Briefly describe the skills you acquired:
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General	List any other experiences, skills, special training, or qualifications you feel would especially fit you for work with Christ Community Church:
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PERSONAL REFERENCES
(do not list relatives or previous supervisors)

Name	Address	Phone	Years Known	Occupation
1.				
2.				
3.				

APPLICANT'S STATEMENT – READ CAREFULLY

The facts set forth in my application for employment are true and complete. I understand that, if employed, any false statements on my application may result in my dismissal. I authorize investigation of all statements contained in this application for employment as may be necessary in arriving at an employment decision.

I further understand that this application is not and is not intended to be a contract of employment, nor does this application obligate the employer in any way if the employer decides to employ me.

I understand and agree that any employment at Christ Community Church is at-will and absent a written contract, can be terminated by either party with or without notice, at any time, for any reason or no reason, with or without cause.

I further understand that a criminal record check may be conducted on me, and I consent to any such check. I authorize the use of any information in this application and any attached supplements to verify my statements, and I authorize all references, whether or not identified in this application, to answer all questions asked. I release all such persons from any and all liability or damages on account of having furnished such information.

_____ Signature of Applicant

_____ Date