



APPLICATION FOR EMPLOYMENT

First Presbyterian Church

524 South Duncan Street, Stillwater, Oklahoma 74074

405-372-5580 ~ www.stillwaterfpc.org

Last Name	First Name	Middle Name	Social Security Number
Address	City	State	Zip Code
E-Mail Address			Phone Numbers
Are you a citizen of the United States of America? <input type="checkbox"/> YES <input type="checkbox"/> NO		Are you 18 years of age or older? <input type="checkbox"/> YES <input type="checkbox"/> NO	
Home _____			Cell _____
Can you supply verification of your legal right to work in the United States of America? <input type="checkbox"/> YES <input type="checkbox"/> NO			

GENERAL INFORMATION

Position or type of work for which you are applying: _____

Type of position: Full Time Part Time If Part Time, number of hours desired per week: _____

What days and hours are you available to work? _____

What languages do you speak or write fluently? _____

Special Training, Licensing, or Certification which may help you qualify for employment (please list): _____

Work-related Skills (please list): _____

EDUCATION HISTORY

Last year of school completed:

High School: 9 10 11 12 GED

College: 1 2 3 4 Name of College or University: _____

Degree received and course of study: _____

Post-Graduate: 1 2 3 4 Name of College or University: _____

Degree received and course of study: _____

CHILD PROTECTION POLICY

Is there any fact or circumstance involving you or your background that would call into question your working among children or youth or being entrusted with the supervision, guidance, and care of children or youth? YES NO

If yes, please explain: _____

Have you been convicted of a DWI or DUI within the past 10 years, or subject to any disciplinary action, complaint, or allegations that you violated any of the prohibited acts described in SECTION 2 of First Presbyterian Church's Child and Youth Protection Policy?
 YES NO

If yes, please describe in full (attach separate sheet if necessary): _____

EMPLOYMENT HISTORY

Begin with your most recent job and include all periods of employment, self-employment, military service, or volunteer work. (You may attach a separate sheet.)

From	1. Employer's Name/Address/Telephone/Supervisor	Job Title
To		Reason for Leaving

Description of Work/Duties:

From	2. Employer's Name/Address/Telephone/Supervisor	Job Title
To		Reason for Leaving

Description of Work/Duties:

From	3. Employer's Name/Address/Telephone/Supervisor	Job Title
To		Reason for Leaving

Description of Work/Duties:

PERSONAL REFERENCES

Please do not list relatives or former employers

NAME AND OCCUPATION	ADDRESS	PHONE NUMBER AND E-MAIL
1.		
2.		
3.		

CERTIFICATION AND AGREEMENT

In signing this form, I affirm that the information I have given is true and correct. All information that I have provided may be verified. I agree to release from liability any person, employer, or organization that provides information about me. I agree to indemnify and hold harmless First Presbyterian Church, Stillwater Oklahoma, from any and all claims resulting from or relating to any verification of this information.

I have read and understand the Child and Youth Protection Policy and the Code of Conduct of First Presbyterian Church, Stillwater, Oklahoma. As an employee of First Presbyterian Church, Stillwater Oklahoma, I agree to abide by the Child and Youth Protection Policy and Code of Conduct of First Presbyterian Church, Stillwater Oklahoma.

Signature of Applicant

Date