

ST. PAUL LUTHERAN CHURCH PRESCHOOL JOB APPLICATION

Applications must be returned to:
Preschool Hiring committee, St. Paul Lutheran Church, 1450 5th Street, Calhan,
CO 80808 (719) 347-2798

It is our policy to provide equal employment opportunities too all qualified persons without regard to race, age, color, sex, religion, national origin, disability, or marital status. Please fill out entire application. Additional information may be attached (i.e. resume).

Date: _____ Position applying for: _____
Date you are available to start work: _____

Name _____ Phone # _____

Address _____ City _____ State _____ Zip _____

Are you an U.S. citizen or otherwise authorized to work in the U.S. on an unrestricted basis? Yes No
Have you ever been convicted of a felony or a crime against children? Yes No
If yes, explain and give dates: _____

PERSONAL INFORMATION

YES NO

 Can you fulfill all the essential functions listed on the posted job description? If not, please explain: _____

 Do you have a college degree? If so, school and degree: _____

Social Security Number _____

Your last physical examination date _____

PREVIOUS EMPLOYMENT (please list the most recent three)

EMPLOYER NAME/ADDRESS/PHONE	JOB TITLE/WORK DESCRIPTION	DATES TO/FROM
1)		
2)		
3)		

EDUCATION

SCHOOL	ADDRESS	TOTAL YEARS	DEGREE OR CERTIFICATE
Secondary (High School, GED)			
COLLEGE			
GRADUATE Area of specialization			
BUSINESS OR TRADE			
OTHER			

PROFESSIONAL AND TECHNICAL QUALIFICATIONS

List licenses or certificates of competence held: _____

Names of professional associations of which you are a member: _____

List business machines you can operate and computer programs you are proficient with: _____

REFERENCES (Give two references who are not your present employer or relative)

NAME/ RELATIONSHIP	ADDRESS	PHONE #
1)		
2)		

I certify that the foregoing statements are true and complete to the best of my knowledge. I understand the St. Paul Lutheran Church and Preschool reserves the right to discharge an employee if information provided in this application is found to be incorrect, incomplete, or false. If I am offered a job, it will be conditioned on verification of the information on this application and my references. I further understand this application and my hiring is subject to my being able to verify employability on INS form I-9, a copy of which I will be provided if offered a job. I understand that St. Paul Lutheran Church and Preschool is an AT-WILL employer. I understand this means that any employee may be terminated at any time for any reason. I further understand that employees reserve the same right. Nothing in this application is intended to create an express or implied contract.

Signature _____ Date _____