



You must print this version to complete it.
Christian Heritage Employment Application

Christian Heritage Employment Application

If you're ready to make a difference, complete this application and submit it. You will be given an opportunity to attach your cover letter and resume. We'll consider you for our current and future career opportunities.

Today's Date **REQUIRED**

Personal Information

Position(s) Applying For **REQUIRED**

First Name **REQUIRED**

Last Name **REQUIRED**

Address (Line 1)

Address (Line 2)

City

State

Zip Code

Preferred Phone Number **REQUIRED**

Type **REQUIRED**

Cell

E-mail Address *REQUIRED*

How did you learn about us?

Employee

Please tell us who referred you to us

Best time to contact you is:

Have you ever filled out an application with us before?

- Yes
- No

If yes, give date:

Have you ever been employed with us before?

- Yes
- No

If yes, give date:

Month Day Year... - Month Day Year...

Do any of your friends or relatives work here?

- Yes
- No

If yes, give name(s)

Please tell us about your Faith

When were you saved? *REQUIRED*

On what do you base your claim of salvation? **REQUIRED**

Name and Location of your Church **REQUIRED**

Denomination **REQUIRED**

Number of Years Attending **REQUIRED**

Have you read "Our Beliefs"? **REQUIRED**

- Yes
- No
- [Our Beliefs](#)

Do you agree with our beliefs? **REQUIRED**

- Yes
- No

Employment and Educational Information

Are you currently employed?

- Yes
- No

May we contact your present employer?

- Yes
- No
- Not currently employed

If you are under 18 years of age, can you provide required proof of your eligibility to work?

- Yes
- No

Are you prevented from lawfully becoming employed in this country because of Visa or Immigration Status?

(Proof of citizenship or immigration status will be required upon employment)

- Yes
- No

Date available for work:

What is your desired salary range? **REQUIRED**

Are you available to work:

- Full-time
- Part-time
- Part-time weekends only
- Temporary

If temporary, please specify date range:

 -

Are you currently on lay-off status and subject to recall?

- Yes
- No

Can you travel if a job requires it?

- Yes
- No

Have you ever been convicted of a criminal or sexual offense, other than traffic violations? If yes, please describe. (This does not necessarily disqualify you from employment.) **REQUIRED**

EDUCATION

High School

Name & Address of School

Total Years Completed

Undergraduate College

Name & Address of School

Course of Study

Years Completed

Please list what degree/diploma you received

Graduate/Professional

Name & Address of School

Course of Study

Total Years Completed

Please list what degree you received

Other (Please Specify)

Name & Address of School

Course of Study

Total Years Completed

Please list what degree/diploma you received

Describe any specialized training, apprenticeship, skills, and extra-curricular activities

Other Qualifications

Summarize special job-related skills and qualifications acquired from employment or other experience.

Specialized Skills

(Check skills/equipment operated)

- PC
- Laptop
- Spreadsheets
- Word Processing
- Database Management
- Fund-raising/Donor Development
- Web Development

- Social Media Marketing
- Other Software/Equipment

Equipment (List)



Other (List)



List professional, trade, business or civic activities and offices held

You may exclude membership which would reveal gender, race, religion, national origin, age, ancestry, disability or other protected status.



Employer #1

Employer

Address



Phone Number

Job Title

Supervisor

Reason for Leaving: *REQUIRED*

Dates Employed

Month Day Year... - Month Day Year...

Hourly Rate/Salary *REQUIRED*

Final

Work Performed

State any additional information you feel may be helpful to us in considering your application

Employer #2

Employer

Address

Phone Number

Job Title

Supervisor

Reason for leaving:

Dates Employed

Month Day Year... - Month Day Year...

Hourly Rate/Salary

Work Performed

State any additional information you feel may be helpful to us in considering your application

Employer #3

Employer

Address

Phone Number

Job Title

Supervisor

Reason for Leaving

Dates Employed

Month	▼	Day	▼	Year...	Month	▼	Day	▼	Year...
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Hourly Rate/Salary

Final

State any additional information you feel may be helpful to us in considering you for a potential career with Christian Heritage.

References, Cover Letter and Resume

References

References should be non-relative professionals you have known for at least 2 years.

#1 Name

Email

Phone Number

#2 Name

Email

Phone Number

#3 Name

Email

Phone Number

Upload Resume

Today's Date *REQUIRED*

- Certification and Release Statement

I authorize investigation of all statements contained in this application for employment as may be necessary in arriving at an employment decision.

This application for employment shall be considered active for a period of time not to exceed 45 days. Any applicant wishing to be considered for employment beyond this time period should inquire as to whether or not applications are being accepted at that time.

I hereby understand and acknowledge that, unless otherwise defined by applicable law, any employment relationship with this organization is of an "at will" nature, which means that the employee may resign at any time and the employer may discharge the employee at any time with or without cause. It is further understood that this "at will" employment relationship may not be changed by any written document or by conduct unless such change is specifically acknowledged in writing by an authorized executive of this organization.

In the event of employment, I understand that false or misleading information given in my application, resume or interview(s) may result in discharge. I understand, also, that I am required to abide by all rules and regulations of the employer.

I certify that the answers given herein are true and complete and that submission of this employment application form is the same as my signing this form.

Electronic Signature Here *REQUIRED*