

# Application for Employment

Name \_\_\_\_\_ Birth Date \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Home Phone \_\_\_\_\_ Work Phone \_\_\_\_\_ Cell \_\_\_\_\_

Social Security # \_\_\_\_\_ OK Driver's License # \_\_\_\_\_

Other Names (maiden, etc) \_\_\_\_\_

Are you an American Citizen? \_\_\_\_\_

PRINTED NAME \_\_\_\_\_ Email \_\_\_\_\_

## Educational History

NAME

CITY, STATE

DATES

High School

\_\_\_\_\_

College

\_\_\_\_\_

Other School

\_\_\_\_\_

Graduate School

\_\_\_\_\_

List degrees and/or  
certifications \_\_\_\_\_

\_\_\_\_\_

## Church Affiliation

Name of church you currently attend \_\_\_\_\_

Name and locations of churches you have attended over the past five years

\_\_\_\_\_

\_\_\_\_\_

## Employment History

Beginning with your most recent, please identify the last three employers for whom you have worked in the past ten years, including part-time and temporary employers.

Employer's Name

Dates Employed

\_\_\_\_\_

\_\_\_\_\_

Supervisor's Name and Title

Telephone Number

\_\_\_\_\_

\_\_\_\_\_

Duties \_\_\_\_\_

Reason for Leaving \_\_\_\_\_

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Employer's Name

Dates Employed

\_\_\_\_\_

\_\_\_\_\_

Supervisor's Name and Title

Telephone Number

\_\_\_\_\_

\_\_\_\_\_

Duties \_\_\_\_\_

Reason for Leaving \_\_\_\_\_

\*\*\*\*\*

Employer's Name

Dates Employed

\_\_\_\_\_

\_\_\_\_\_

Supervisor's Name and Title

Telephone Number

\_\_\_\_\_

\_\_\_\_\_

Duties \_\_\_\_\_

Reason for Leaving \_\_\_\_\_

## Personal Information

Hobbies \_\_\_\_\_

Other special skills \_\_\_\_\_

Other languages spoken \_\_\_\_\_

Physical handicaps to working with children \_\_\_\_\_

Children under the age of six Name \_\_\_\_\_ Birthdate \_\_\_\_\_

Name \_\_\_\_\_ Birthdate \_\_\_\_\_

Name \_\_\_\_\_ Birthdate \_\_\_\_\_

**Emergency Contact** Name \_\_\_\_\_

**Daytime Phone** \_\_\_\_\_ **Cell** \_\_\_\_\_

I, \_\_\_\_\_ hereby authorize Metropolitan Baptist Church and/or its agents to make an independent investigation of my background, references, character, past employment, education, credit history, criminal or police records, including those maintained by both public and private organizations, motor vehicle driving record, and all public records for the purpose of confirming the information contained on my application and/or obtaining other information which may be material to my qualifications for employment now, and if applicable, during the tenure of my employment with Metropolitan Baptist Church.

I release the church and/or its agents and any person or entity, which provides information pursuant of this authorization, from any and all liabilities, claims or lawsuits in regard to the information obtained from any and all of the above referenced sources used.

Signature \_\_\_\_\_ Date \_\_\_\_\_

Any person who has ever been convicted of child sexual abuse, physical abuse, or domestic violence need not apply to work with children at Metropolitan Baptist Church. Church leaders will evaluate applicants with criminal records of other types.

The information provided by you is required for identification purposes only, and is in no manner used as qualifications for employment. Metropolitan Baptist Church abides by all applicable state and federal employment laws.

Name \_\_\_\_\_

**Please circle Y for yes, or N for no.**

As a children's ministry worker, do you agree to observe all Metropolitan Baptist Church guidelines and policies regarding children? Y      N

Have you ever been reported to a social services agency, law enforcement authority, child abuse registry, or similar organization regarding abuse or misconduct involving children? If so, please provide a description of the circumstances and the name and address of the entity receiving the report. Y      N

Have you ever been subjected to expulsion, reprimand, or discipline by a church, denomination, or other organization? If so, please describe the circumstances, and provide the name and address of the church, denomination or organization involved. Y      N

Have you ever been disciplined or dismissed from employment or a volunteer position by any employer or organization following an allegation of sexual misconduct, sexual harassment, physical abuse, or other inappropriate behavior or conduct? If so, describe the circumstances and the name and address of the employer or organization. Y      N

Have you ever been the subject of a civil lawsuit involving sexual misconduct, sexual harassment, physical abuse, or other immoral behavior or conduct, involving adults or children? If so describe the circumstances and provide the name and address of the organization where the lawsuit, investigation, or allegation arose. Y      N

Have you ever been the subject of a disciplinary proceeding against a professional license or other license held by you including but not limited to a license to provide childcare or similar service? Y      N

As a result of an accident or mishap involving children have you ever been the subject of any disciplinary action, transfer, dismissal, or been named as a defendant in a civil or criminal lawsuit? If so, please describe the circumstances, and provide the name and address of the employer, church or organization with which you and/or the children were associated at the time of the incident. Y      N

Do you have any investigation, review, of disciplinary action pending by an employer, organization in which you were associated, licensing authority, or professional associations for sexual misconduct, violence or misconduct involving children? Y      N