



APPLICATION FOR EMPLOYMENT

First Baptist Church of O'Fallon is an Equal Opportunity Employer. FBCO is exempt from and chooses not to participate in Unemployment Tax; released employees are not entitled to this benefit. Preference may be given to church members and/or evangelical Christians.

PLEASE PRINT			
Last Name	First Name	Middle Initial	
Address			Phone Number
City	State	Zip Code	Email

GENERAL INFORMATION

Please circle the one that applies:	full time work	part time work	temporary work
What days and hours are you available to work?			
What date are you available to start work?			
Are you legally eligible for employment in this country? (Circle One)	Yes	No	
Are you at least 18 years old? (Circle One)	Yes	No	
How long have you lived at your current address?			
Have you ever served in the Armed Forces?	Yes	No	If yes, which branch?
Are you a member of First Baptist O'Fallon?	Yes	No	
If not, are you an active member of another church?	Yes	No	
Have you ever worked for First Baptist O'Fallon before?	Yes	No	If so, when?
Do any of your relatives work for this church?	Yes	No	
Do you have a relationship with Christ?	Yes	No	

POSITION SPECIFICS

Position desired:
Rate of pay expected:
Special skills or training you possess related to the position:
Membership in professional, honorary, or technical societies related to the position:

Other experience which affects your qualifications for the position:

- Custodial positions require heavy physical labor.
- Administrative positions may require specific computer skills.
- Ministry positions may require specific educational levels.
- Specifics for all positions provided on job descriptions.

EDUCATIONAL BACKGROUND

High School _____ Date Graduated _____

College/University _____ Date Graduated _____

Graduate School _____ Date Graduated _____

Technical School _____ Date Graduated _____

SPECIAL CONSIDERATIONS

Because working at First Baptist Church, O’Fallon will place employees in close proximity to minor children, the following information is required. If unable to respond to any of the questions below, please provide an explanation.

Have you ever been charged with, indicted for, or been found guilty of a crime?	Yes () No () If yes, please explain:
If there has been alcohol abuse, drug abuse, physical or sexual abuse in your family background, what steps have you taken to minimize the impact that those issues will create for you, both now and in the future?	
Have you ever been accused, charged, or alleged to have committed any act of neglecting, abusing, or molesting any child?	Yes () No () If yes, please explain in detail, providing the date and place of the incident.

<p>Have you ever been ordered by a court or law enforcement agency to register as a sex offender?</p>	<p>Yes () No ()</p>
<p>Have you ever been concerned that you may have an addiction to drugs, alcohol, pornography, or any other addiction?</p> <p>Has anyone ever suggested that you may have a problem with any of the above? Yes () No () If yes, please explain:</p>	<p>Yes () No ()</p> <hr/> <p>Yes () No ()</p> <p>If yes, please explain:</p>
<p>Have you ever been treated for a psychiatric disorder?</p>	<p>Yes () No ()</p> <p>If yes, please explain:</p>
<p>Is there any circumstance or pattern in your life which would make it inappropriate for you to serve with minors or would compromise the integrity of First Baptist Church, O'Fallon?</p>	<p>Yes () No ()</p> <p>If yes, please explain:</p>
<p>Do you have medical or health problems that will affect the accomplishment of the work being applied for?</p> <p>(A job description is available.)</p>	<p>Yes () No ()</p> <p>If yes, please explain:</p>
<p>Do you have personal responsibilities or problems that may affect your daily work attendance?</p>	<p>Yes () No ()</p> <p>If yes, please explain:</p>

EMPLOYMENT EXPERIENCE

Please start with your most recent job and include all periods of employment, self-employment, job-related military service, and volunteer work.

Present or Last Employer: Phone: Supervisor:	Address: Email:
Job Title:	Major Duties:
Date Employed (mo/yr)	Date Separated (mo/yr)
Reason for Leaving:	May we contact the above employer? Yes () No ()

Previous Employer: Phone: Supervisor:	Address: Email:
Job Title:	Major Duties:
Date Employed (mo/yr)	Date Separated (mo/yr)
Reason for Leaving:	May we contact the above employer? Yes () No ()

Previous Employer: Phone: Supervisor:	Address: Email:
Job Title:	Major Duties:
Date Employed (mo/yr)	Date Separated (mo/yr)
Reason for Leaving:	May we contact the above employer? Yes () No ()

Previous Employer: Phone: Supervisor:	Address: Email:
Job Title:	Major Duties:
Date Employed (mo/yr)	Date Separated (mo/yr)
Reason for Leaving:	May we contact the above employer? Yes () No ()

PERSONAL REFERENCES

Because of the nature of the positions and ministries of the church, the verification of the character of employees is a necessity. Please do not list relatives or former employers.

Name and Occupation	Address, City, State, Zip	Phone

CERTIFICATION AND ACKNOWLEDGEMENT

<p>I certify that I have given true, accurate, and complete information of this form to the best of my knowledge. In the event confirmation is needed in connection with my work, I authorize educational institutions, associations, registration and licensing boards and other to furnish details concerning my qualifications. I authorize investigation of all statements made in this application and understand that false information or documentation, or a failure to disclose relevant information will be considered grounds for rejection of my application or termination if I am employed. I release the church, my former employers, and all other persons from any and all claims, demands, or liabilities arising out of, or in any way related to such disclosure. Should I be considered for employment, I understand that a criminal background search and/or credit review will be conducted. I will complete an authorizing document at that time.</p> <p>I acknowledge that, if employed, both the church and I have the right to terminate the employment relationship at any time, with or without cause or advance notice. This employment at will relationship will remain in effect throughout my employment with the church.</p>	
Applicant's Signature	Date