

# Coweta Assembly of God Application of Employment

Please print clearly and complete this application in full.

PERSONAL & GENERAL INFORMATION			
Name (Last)	(First)	(Middle)	
Street Address	City	State	Zip
Phone	Cell phone	E-mail	
Social Security No	Birthdate		
Do you have a driver's license? Yes / No (please circle) Type _____ State _____ Expiration Date _____			
Would you be willing to get your CDL, with Passenger Endorsement? Yes / No (please circle)			
Are you a citizen of the United States? Yes / No (please circle) If no, are you authorized to work in the U.S.? Yes / No (please circle)			
Can you provide proof? Yes / No (please circle)			
Have you ever been convicted of a felony? Yes / No (please circle) If yes, explain _____			
What year did you accept Jesus Christ as your Lord and Savior? _____			
Are you a Christian? Yes / No (please circle) What church do you attend? _____			
Are you a regular attendee: Yes / No (please circle) Pastor's Name _____			
Position applying for: _____		Desired Salary? _____	
When are you available? _____			
Use the space to describe interests, skills, foreign languages, and aptitudes that you feel qualify you for a position at Coweta Assembly. You may wish to include civic and community activities, professional societies, hobbies, sports, and special skills or training.			
Have you ever applied at Coweta Assembly before? Yes / No (please circle) If yes, when?			
Do you have any friends or relatives employed by our ministry? Yes / No (please circle) If yes, please share:			
Name, Position		Relationship	
Name, Position		Relationship	

**PERSONAL & GENERAL INFORMATION (CONT)**

If hired, would you have a reliable means of transportation to and from work? Yes / No (please circle)

Some of those with whom we communicate might not speak English. Do you speak, write or understand any foreign languages or sign language? Yes / No (please circle)

If yes, which language? \_\_\_\_\_

List computer languages, or software you are familiar with: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Are you currently employed? Yes / No (please circle)

Current Employer? \_\_\_\_\_

We desire that all applicants feel comfortable in a Christian environment. Staff members participate in daily prayer and need to be comfortable with the lifestyle of prayer and worship that is integrated into day-to-day job functions. It is the policy of Coweta Assembly to utilize only staff members of like faith who subscribe without reservation to the Assembly of God Statement of Faith and who are living out these doctrines and standards in all areas of their lives.

Do you feel comfortable working in this type of environment? Yes / No (please circle)

**EDUCATION & TRAINING INFORMATION**

Type of School	School Name/ Location	# Years Completed	Did you Graduate?	Degree or Diploma
High School				
College/University				
Graduate				
Vocational/Business				
Other				

If no formal education, did you receive your GED? Yes / No (please circle)

**MINISTRY EXPERIENCE**

Please indicate any ministry experience, including missions. (Indicate role, Dates of Service & Locations Served):

\_\_\_\_\_

\_\_\_\_\_

**CREDENTIALS**

Do you have credentials with the Assemblies of God? Yes / No (please circle)

Are you? Ordained Licensed Certified Specialized Ministries Which District? \_\_\_\_\_

Are you in good standing? Yes / No (please circle) If no, please explain:

\_\_\_\_\_

\_\_\_\_\_

May we contact your District? Yes / No (please circle)

## EMPLOYMENT HISTORY

List below all present and past employment starting with your most recent employer (last five years is sufficient).  
Account for all periods of unemployment. You must complete this section even if attaching a resume.

Employer	Phone
Address	Supervisor
Starting Salary \$	Ending Salary \$
From                      To	Job Title
May we contact this employer for a reference? Yes / No	
Reason for leaving?	

Employer	Phone
Address	Supervisor
Starting Salary \$	Ending Salary \$
From                      To	Job Title
May we contact this employer for a reference? Yes / No	
Reason for leaving?	

Employer	Phone
Address	Supervisor
Starting Salary \$	Ending Salary \$
From                      To	Job Title
May we contact this employer for a reference? Yes / No	
Reason for leaving?	

**LIST 3 PERSONAL REFERENCES (No Relatives)**

Name	Phone number
Address	Occupation

Name	Phone number
Address	Occupation

Name	Phone number
Address	Occupation

**PLEASE READ CAREFULLY, INITIAL EACH PARAGRAPH AND SIGN BELOW**

\_\_\_\_\_ I hereby certify that I have not knowingly withheld any information that might adversely affect my chances for employment and that the answers given by me are true and correct to the best of my knowledge. I further certify that I have personally completed this application. I understand that any omission or misstatement of material fact on this application or on any document used to secure employment shall be grounds for rejection of this application or for immediate discharge if I am employed, regardless of the time elapsed before discovery.

\_\_\_\_\_ I hereby authorize Coweta Assembly of God to thoroughly investigate any references, work record, education, and other matters related to my suitability for employment and further, authorize the references I have listed to disclose to our ministry any and all letters, reports, and other information related to my work records, without giving me prior notice of such disclosure. In addition, I hereby release our ministry, my former employers, and all other persons, corporations, partnerships, and associations from any and all claims, demands, or liabilities arising out of or in any way related to such investigation or disclosure.

\_\_\_\_\_ I understand that nothing contained in the application, or conveyed during any interview which may be granted or during my employment, if hired, is intended to create an employment contract between me and Coweta Assembly of God. In addition, I understand and agree that if I am employed my employment is for no definite or determinable period and may be terminated at any time, with or without prior notice, at the option of either myself or Coweta Assembly of God, and that no promises or representations to the contrary are binding on Coweta Assembly of God unless made in writing and signed by me and the Church Board.

\_\_\_\_\_ Should a search of public records (including records documenting an arrest, indictment, conviction, civil judicial action, tax lien, or outstanding judgment) be conducted by Coweta Assembly of God, I am entitled to copies of any such public records obtained by Coweta Assembly of God unless I mark the check box below. If I am not hired as a result of such information, I am entitled to a copy of any such records even though I have checked the box below.

I waive receipt of a copy of any public record described in the paragraph above.

Signature \_\_\_\_\_

Date \_\_\_\_\_

**IN CASE OF AN EMERGENCY NOTIFY:**

Name: \_\_\_\_\_

Phone: \_\_\_\_\_