

First Presbyterian Church Monroe, North Carolina

Applications are received and employees are hired without regard to race, creed, color, sex, religion, age, national origin, marital, disability and citizenship status. We appreciate your interest in our church.

Date submitted: _____

Position: Part-Time Christian Education Director – Elementary Program (Flexible Hours)

Personal Information

Name: _____
Last First Middle Initial

Address: _____
Street City State Zip

Home and/or Cell Phone: _____ Email Address: _____

Previous Address: _____
(If at above address for less than 2 years) Street City State Zip

Are you a citizen of the United States? [] Yes [] No

(If not a citizen of the United States, please provide proof that you can be legally employed in the United States.)

What languages do you read, speak and write fluently? _____

Have you ever been convicted of a crime (other than minor traffic violation)? [] Yes [] No

If yes, please explain conviction: _____

Do you have dependable transportation to work? [] Yes [] No

Driver's License #: _____ State: _____ Expiration Date: _____

Employment Information

Date available to begin work: _____ Salary Expectation: _____

Please indicate times available to work:

[] Sunday [] Monday [] Tuesday [] Wednesday [] Thursday [] Friday [] Saturday

Current/Previous Employment:

1. Name of most recent/current employer: _____ Phone #: _____

Address _____ Supervisor: _____

Job/Position: _____ Dates of employment: _____

Reason for leaving (if no longer employed at this position): _____

2. Name of employer: _____ Phone #: _____

Address _____ Supervisor: _____

Job/Position: _____ Dates of employment: _____

Reason for leaving: _____

3. Name of employer: _____ Phone #: _____
 Address _____ Supervisor: _____
 Job/Position: _____ Dates of employment: _____
 Reason for leaving: _____
 May we contact any of the employers listed above? [] yes *If no, please indicate "no contact" to the left of their name.*

References

Please provide names of three references who might speak to your character, work ethic and manner with children. References listed are preferably not family members.

Name: _____ Phone #: _____ Relationship: _____
 Name: _____ Phone #: _____ Relationship: _____
 Name: _____ Phone #: _____ Relationship: _____

Education

High School:			
	Name of School & Location	Degree received?	Year(s) attended/Year of Graduation
College/University :			
	Name of School & Location	Degree seeking/received?	Year(s) attended/Year of Graduation
College/University:			
	Name of School & Location	Degree seeking/received?	Year(s) attended/Year of Graduation

Please list/describe any other specialized or professional training you have received that might make you an ideal employee as the Christian Education Director – Elementary Program: _____

I hereby agree that the facts set forth in this application for employment are true and complete. I understand that if employed, false statements on this application shall be considered sufficient cause for dismissal. First Presbyterian Church of Monroe, North Carolina, is hereby authorized to make any investigation on my personal history.

I understand that I am applying for employment as Christian Education Director – Elementary Program. This position is a part-time position, and I am employed “at will,” which includes no guarantee, contract, or promise of employment for any specified length of time.

I authorize the use on any information in this application and any attached supplements to verify my statements, and I authorize past employers and references to answer all questions asked concerning my ability, character, reputation and previous employment record. I release all such persons from any liability or damages on account of having furnished such information.

Signature of Applicant

Date

Applicant's Printed Name

*Please initial and date pages 1 & 2 in the bottom right hand corner of the application.