



St. Paul Baptist Church Application for Employment

114 W Forrest Hill Ave
Peoria, IL 61604
(309) 686-2086

Dear Applicant: We appreciate your interest in applying for employment with St. Paul Baptist Church. Your time is important to us. However, in order to expedite the employment process and allow us the opportunity to acquire the information necessary to initiate the application process, please take the time to complete the application in its entirety. Please print in ink and include a resume (if you have one). Unfortunately, we can not accept a resume in place of this application. Thank you for your cooperation.

Date _____ Position(s) applied for _____ Salary desired _____
Last Name _____ First Name _____ Middle _____
Address _____ City _____ State _____ Zip Code _____
Telephone _____ Cellular/other _____ E-mail address _____

Check one..... Regular _____ Seasonal _____ Temporary _____ Full time _____ Part time _____
If part time how many hours? _____ Days available..... Mon _____ Tue _____ Wed _____ Thu _____ Fri _____ Sat _____ Sun _____
Are there hours or days you are not available for work?..... Yes _____ No _____
If yes please list.....
Can you relocate if job requires it?..... Yes _____ No _____
Can you work overtime?..... Yes _____ No _____
Have you previously applied with St. Paul Baptist Church ?..... Yes _____ No _____
If yes, please provide the dates.....
Have you ever been employed with St. Paul Baptist Church?..... Yes _____ No _____
If yes, please list the position and reason for leaving.....
Do you have any relatives or friends employed with St. Paul Baptist Church ?..... Yes _____ No _____
If yes, please provide name,relationship and work location.....
Are you authorized to work in the United States?..... Yes _____ No _____
Are you 18 years of age or older?..... Yes _____ No _____
How did you hear about us? Employee _____ Internet _____ Walk-in _____ Other _____
Employment Agency _____ School/College _____ Newspaper _____ State/local Agency _____

As an applicant, you are being considered to join a team of employees who are committed to the following Mission:

Mission Statement

We exist to catch and cultivate the lost so that they may have a personal relationship with Jesus Christ, which will cause them to celebrate Him, commune with the saints, and work with us to fulfill the Great Commission.

St. Paul Baptist Church is an Equal Opportunity Employer

Employment History

Please provide a complete employment history listing all positions held for the last 10 years or more including part-time, summer and volunteer work starting with the most recent employer. Please account for any periods of unemployment in the space provided at the top of the following page.

Employer	EMPLOYED		Job Responsibilities
Address	From Mo/Yr	To Mo/Yr	
City			
State	Zip Code		
Telephone	Cellular/other		
Supervisor	E-mail		Reason for leaving
Your Title	Starting Wage _____		
May we contact? Yes No	Ending Wage _____		

Employer	EMPLOYED		Job Responsibilities
Address	From Mo/Yr	To Mo/Yr	
City			
State	Zip Code		
Telephone	Cellular/other		
Supervisor	E-mail		Reason for leaving
Your Title	Starting Wage _____		
May we contact? Yes No	Ending Wage _____		

Employer	EMPLOYED		Job Responsibilities
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Telephone	Cellular/other		
Supervisor	E-mail		Reason for leaving
Your Title	Starting Wage _____		
May we contact? Yes No	Ending Wage _____		

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City			
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Employer	EMPLOYED		Job Responsibilities
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Telephone	Cellular/other		
Supervisor	E-mail		Reason for leaving
Your Title	Starting Wage _____		
May we contact? Yes No	Ending Wage _____		

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Employment History Continued

Please explain all periods of two (2) months or more in which you were not employed during the past ten (10) years.

Have you ever been terminated, laid off or asked to resign from any employment? Y ____ N ____

If yes, please give the employer(s) and reason(s) for each discharge/resignation on lines below.

Education

Type of School	Diploma/Degree Earned	Name of School	City	State	Major Subject/Course
High School					
College					
Graduate School					
Other					

If currently attending school, what are the days and times of your scheduled classes? _____

Special Skills and Qualifications

List any Professional licenses, certificates, academic honors, outstanding achievements or foreign language proficiency.

Please provide any other information, Military or Non Military, paid or unpaid, that you think would be helpful to us in considering you for employment such as additional work experience gained in any job related organizations, clubs, professional society or other association.

Work References

In addition to the supervisors listed in the employment section, list (3) three professional references who can comment on your work performance. If not applicable, list (3) personal references who are not related to you who can comment on your work performance

Name _____ Relationship _____
Address _____ City _____ State _____ Zip Code _____
Phone _____ Cellular/other _____ E-mail _____
Company/Job Title _____ Years known _____

Name _____ Relationship _____
Address _____ City _____ State _____ Zip Code _____
Phone _____ Cellular/other _____ E-mail _____
Company/Job Title _____ Years known _____

Name _____ Relationship _____
Address _____ City _____ State _____ Zip Code _____
Phone _____ Cellular/other _____ E-mail _____
Company/Job Title _____ Years known _____

Applicant Please Read And Sign

I certify that answers given herein are true and complete.

I authorize investigation of all statements in this application (and resume, if any) for employment as may be necessary in arriving at an employment decision.

I consent to any medical examination required by St. Paul Baptist Church at any time to determine my ability to perform the essential duties of my job or other jobs with St. Paul Baptist Church I understand that my employment may be conditioned upon satisfactorily passing a physical examination. I understand that I may be required to complete an alcohol/drug screening as a condition of employment.

This application for employment shall be considered active for a period not to exceed 6 months. 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 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.

I hereby authorize persons, schools, law enforcement agencies, my current employer (if applicable) and previous employers and organizations named in this application (and accompanying resume, if any) to provide St. Paul Baptist Church and all affiliates with any relevant information regarding an employment decision, and I release all such persons from any liability regarding the provision or use of such information.

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

Signature _____ Date _____

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