

TRINITY WESLEYAN CHILD CARE MINISTRIES



9709 Allisonville Road
Indianapolis, IN 46250
317-849-9551

APPLICATION FOR EMPLOYMENT

Instructions: Complete all necessary information. Please print. You may be asked to provide additional information. This application will be kept on file, but it is to your advantage to periodically check to keep it current and active. Be sure to sign and date the application.

NAME _____ EMAIL ADDRESS _____

BIRTHDATE _____ SOCIAL SECURITY # _____

CELL PHONE # _____ HOME PHONE # _____

ADDRESS _____

CITY/STATE/ZIP _____

POSITION APPLIED FOR _____

Would you accept full-time work? Yes ___ No ___ Would you accept part-time work? Yes ___ No ___

Have you ever been employed here before? Yes ___ No ___

See resume attached. Go directly to "Additional Information" when resume is attached.

EDUCATIONAL BACKGROUND

(Circle highest level completed)

Grammar School 5 6 7 8 Vocational training? _____

High school 9 10 11 12 Graduate degree? _____

College 1 2 3 4 Training in what field? _____

Name of last school attended _____

PERSONAL REFERENCES

(Other than family members or previous employers. Please make one a Pastor.)

1. Name _____ Phone _____

Address _____

2. Name _____ Phone _____

Address _____

3. Name _____ Phone _____

Address _____

PREVIOUS EMPLOYERS AND THEIR ADDRESSES

Place an X by your present employer if you do not want us to contact them. List the most recent employer first.

1. Company Name _____ Phone _____
Address _____ Employed from _____ to _____
Position _____ Reason for leaving _____ Last wage _____
2. Company Name _____ Phone _____
Address _____ Employed from _____ to _____
Position _____ Reason for leaving _____ Last wage _____

ADDITIONAL INFORMATION

Do you have a legal right to be employed in the U.S.? ____ Yes ____ No (If yes, proof is required)

Are you of legal age to work? ____ Yes ____ No

Have you ever been convicted of a misdemeanor, crime, or felony? ____ Yes ____ No

What experience have you had working with children? _____

What church do you attend? _____ How long? _____

How many times a month do you attend? _____

What ministries are you actively involved in? _____

Describe your relationship with Jesus Christ at this point in your life _____

I understand that the Immigration Reform and Control Act of November 6, 1986 requires me to prove the legality of my residency or citizenship. I am also aware that the failure to provide such proof at the time of request may legally force my termination. To the best of my knowledge, the information contained on this application is true. I understand that nothing contained in this employment application or in the granting of an interview is intended to create a contract between this company and me for either employment or the provision of any benefits; and further understand that if an employment relationship subsequently is established, I will have the right to terminate my employment at any time and the company will have a similar right. In addition, I understand that no promise, representation or agreement contrary to the foregoing is binding on the company unless made in writing and signed by an authorized representative of the company and me.

Applicant's Signature _____ Date _____