

Employment Application



Position Applied For _____ Date _____

PERSONAL INFORMATION

Full Name _____
(First, Middle, Last)

Address _____ City _____ State _____ Zip _____

Primary Phone () _____ Secondary Phone () _____

E-mail _____

Are you available to work ☐ Full-time ☐ Part-time Date available to begin work _____

Have you applied to HCF in the past? ☐ No ☐ Yes

If yes, what position? _____ When? _____

Are you 18 years old or older? ☐ No ☐ Yes Are you currently employed? ☐ No ☐ Yes

If so, may we contact your employer? ☐ No ☐ Yes

Have you been convicted of a felony in the past ten years? ☐ No ☐ Yes If yes, please explain _____

If hired can you provide proof that you are legally entitled to work in the United States? ☐ No ☐ Yes

CHRISTIAN BACKGROUND

Name of church you are currently attending _____

Pastor's Name _____

If less than 3 years, name of previous church _____

EMPLOYMENT EXPERIENCE

Company Name	Telephone/E-Mail Address
Address	Employed (Month and Year)
Supervisor	Hourly Rate/Salary Starting Final
Job Title and Work Performed	Reason for Leaving

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We may contact the employers listed above unless you indicate those you do not want us to contact.	DO NOT CONTACT
	Employer(s) _____ Reason _____

EDUCATION EXPERIENCE

School	Name and Location of School	Major/Subject	No. Years/Units Completed	Did you graduate?	Diploma, Certificate or Degree
Graduate					
College					
Business/ Technical					
High School					

REFERENCES

You must sign the Applicant's Certification and Agreement as well as the Authorization to Release Information sheet included with this application.

PERSONAL

Please provide three references who are qualified to speak of your spiritual walk and Christian service. You may include your pastor, home fellowship leader, etc. **NOTE:** Do NOT list family members or relatives as references.

Name _____ Relationship _____ Phone # () _____

Address _____ E-mail (optional) _____

Name _____ Relationship _____ Phone # () _____

Address _____ E-mail (optional) _____

Name _____ Relationship _____ Phone # () _____

Address _____ E-mail (optional) _____

APPLICANT'S CERTIFICATION AND AGREEMENT

The information provided in this Application for Employment is true, correct, and complete. If you employ me, any misstatement or omission of fact on this application may result in my dismissal. I understand that this is only an application for employment and that no employment contract is being offered at this time. I further certify that I have carefully read and do understand the above statements.

Applicant's Signature _____ Date _____

EMPLOYMENT-AT-WILL AGREEMENT

I understand that all employees of Harvest Christian Fellowship are employed for an indefinite period, and that employment may be terminated by either the employee or the employer at any time, with or without notice and with or without cause. Should I be offered employment, I understand and accept this condition of employment.

I have read, understand, and agree to the above section _____ Date _____

Authorization to Release Information



I have made application for a position with Harvest Christian Fellowship. I have authorized them to thoroughly interview the primary references that I have listed on my application, any secondary references mentioned through interviews with primary references, or other individuals who know me and have knowledge regarding my testimony and work record. I also authorize Harvest Christian Fellowship to thoroughly investigate my work records and evaluations, my educational preparation, and all other matters related to my suitability for employment.

I authorize references and my former employers to disclose to Harvest Christian Fellowship any and all employment records, performance reviews, letters, reports, and other information related to my life and employment, without giving me prior notice of such disclosure.

In addition, I hereby release Harvest Christian Fellowship, my former employers, references, and all other parties from any and all claims, demands, or liabilities arising out of or in any way related to such investigation or disclosure.

I waive the right to ever personally view any references given to Harvest Christian Fellowship.

I agree that a photocopy or facsimile copy of this document and any signature shall be considered for all purposes as the original signed release on file.

I certify that I have carefully read and do understand the above statements.

Applicant's Name (Print) _____ Date _____

Applicant's Signature _____

Ministry Questionnaire

REQUIRED—Even if you have completed one for one of the church ministries.



QUESTIONS

How long have you been a Christian? _____ How long have you attended Harvest Christian Fellowship? _____

Which services do you attend regularly? _____

Where did you fellowship previously? _____

Have you completed the Start! to Serve classes at Harvest Christian Fellowship? _____

Have you been active in any other ministries here at the church or elsewhere? If so, please list which ones and share a little about how the Lord used you in them.

Please explain why you are interested in employment at Harvest Christian Fellowship.

We believe it is important for every person employed by Harvest Christian Fellowship to have a solid biblical understanding of important doctrines. Please state what you believe about each subject given below. Please include scriptural support for each response. Feel free to use additional paper if necessary.

Salvation: What is it and how is it obtained? _____

Water Baptism _____

Baptism of the Holy Spirit and Spiritual Gifts _____

The Trinity _____

Trials, Sicknesses, and Difficulties _____

The Rapture of the Church _____

To your knowledge do you disagree with any of the teachings of Harvest Christian Fellowship? _____

SPIRITUAL COMMITMENT STATEMENT

Please provide us with a brief description of your personal conversion and spiritual walk with the Lord at this present time.

I declare that my lifestyle currently reflects the biblical standards, as taught in Scripture, with respect to my personal and moral conduct and integrity, which are also upheld by Harvest Christian Fellowship. I understand that if, at any point and time, my lifestyle contradicts these standards, it could result in suspension or termination of my employment.

Name (Please Print) _____

Signature _____ Date _____