

All Saints Lutheran Church
15649 N 7th Street, Phoenix, AZ 85022
602 866-9191 Fax: 602-866-2179
aslc@allsaintsphoenix.org

Today's
Date:

APPLICATION FOR EMPLOYMENT

PERSONAL INFORMATION

Last Name: _____ **First Name:** _____ **Middle Name:** _____

Address: _____ **Apt. #:** _____

City: _____ **State:** _____ **Zip code:** _____

Home Phone: _____ **Email address:** _____

Cell Phone: _____ **Work Phone:** _____

Have you ever been convicted of a crime? ☐ Yes ☐ No

If yes, please attach an explanation on a separate sheet including: the specific nature of the offense(s), when, where and disposition. (A conviction record will not necessarily be a bar to employment. Applicants are not required to disclose sealed or expunged records of conviction or arrest. This information will be used only for job-related purposes and only to the extent permitted by applicable law.)

Are you legally entitled to work in the United States? ☐ Yes ☐ No

POSITION

Position Applying For: _____

EDUCATION

Name And Address of School	Dates	Degree	Major Area of Study
High School			
College/University			
College/University			
Graduate School			
Other Schools			

EMPLOYMENT HISTORY

(Begin with current or most recent employer.)

1

Employer Name

Supervisor's Name & Title

Business Address

City, State Zip

Employer Phone Number

Dates Employed
From: _____ **To** _____

Salary
Starting _____ **Final** _____

Starting Position Title

Ending Position Title

Reason for Leaving

Description of Responsibilities

May we contact your **PRESENT** employer prior to any employment ☐ Yes ☐ No

2

Employer Name

Supervisor's Name & Title

Business Address

City, State Zip

Employer Phone Number

Dates Employed
From: _____ **To** _____

Salary
Starting _____ **Final** _____

Starting Position Title

Ending Position Title

Reason for Leaving

Description of Responsibilities

REFERENCES

(Please provide at least two business and two personal references.)

Employer Name

Business Address

City, State Zip

Employer Phone Number

Employer Name

Business Address

City, State Zip

Employer Phone Number

Personal Name

Personal Address

City, State Zip

Personal Phone Number

Personal Name

Personal Address

City, State Zip

Personal Phone Number

Please Read Carefully Before Signing Below.

1. All information provided on this Application for Employment form is complete and accurate to the best of my knowledge.
2. All Saints Lutheran Church has my permission to investigate, at its discretion, my past employment history, personal references, and any other information contained in this application. I agree to sign an "Authorization to Release" form to allow All Saints Lutheran Church or its representative to obtain my employment and personal information. Any position offered to me is contingent upon the satisfactory completion of background and reference checks.
3. Misrepresentation of facts in this application will disqualify me from further consideration or, if I am employed by All Saints Lutheran Church, may be sufficient cause for dismissal.
4. Federal laws require that employers hire only individuals who are authorized to be lawfully in the United States. In compliance with such laws, all offers of employment are subject to verification of each applicant's identity and employment authorization. I understand that it will be necessary for me to submit such documents as are required by law to verify my identification and employment authorization on the first day of employment.
5. I understand that nothing contained in this form or as contained in the Personnel Policies of All Saints Lutheran Church organization, or in the granting of a interview is intended to create a contract between All Saints Lutheran Church and me, either for employment or for the providing of any benefits. No promises regarding employment have been made to me, and I understand that no such promise of guarantee is binding upon All Saints Lutheran Church organization unless made in writing.

Applicant's Signature

Date