

CHRIST LUTHERAN CHURCH—WWW.CHRISTLUTHERANROANOKE.ORG
Christ Evangelical Lutheran Church, 2011 Brandon Avenue, Roanoke, VA 24015 — Telephone 540-982-8334
Application for Employment

*Christ Lutheran Church will comply with all application employment laws.
You may attach additional pages if more space is needed to answer any of the following questions.*

Your Name	Social Security Number
Street Address	City/State/Zip
Home Phone Number	Cell Phone
Email Address	Alt. Email
Previous Address (if less than 5 years at current address)	Previous City/State/Zip

Education and Training

Indicate most recent level completed: ☐ High School ☐ College or University ☐ Graduate School

HS Name, Tech School or College/University Name	City/State	Type of Degree	Month/Year Degree Awarded

Additional education, vocational or any military service that should be noted:

Employment History (Please list most recent employer first)

1. **Company Name** _____ **Street Address** _____

City _____ State _____ Zip _____ May we contact? ____ Yes ____ No

Initial Job Title _____ Final Job Title _____ Supervisor Name and Title _____

Start Date _____ End Date _____ Reason for Leaving _____

Job Duties: _____

Your Name (if different) _____

2. **Company Name** _____ **Street Address** _____

City _____ State _____ Zip _____ May we contact? ____ Yes ____ No

Initial Job Title _____ Final Job Title _____ Supervisor Name and Title _____

Start Date _____ End Date _____ Reason for Leaving _____

Job Duties: _____

Your Name (if different) _____

3. **Company Name** _____ **Street Address** _____

City _____ State _____ Zip _____ May we contact? ____ Yes ____ No

Initial Job Title _____ Final Job Title _____ Supervisor Name and Title _____

Start Date _____ End Date _____ Reason for Leaving _____

Job Duties: _____

Your Name (if different) _____

Are you eligible to work in the United States legally. Proof of eligibility will be required. ____ Yes ____ No

Are you under 18 years old? ____ Yes ____ No

Have you ever been convicted of a felony? ____ Yes ____ No

If yes, indicate date, place, and outcome: _____

Which job status would you accept? ____ Full Time ____ Part Time (specify hours) _____

Can you perform the essential functions of this position with or without reasonable accommodation? ____ Yes ____ No

When are you available to begin work? _____ Month _____ Day _____ Year

Licensure, Registration, Certification: (Examples: Teachers Certifications, LPN, RN, CNA, etc.)

Certifications

Licensure, Registration, Certification	Date Received	Expiration Date	Licensing Agency

Knowledge, Skills & Abilities: Please list any special knowledge, skills, or abilities that may be relevant to the position that you are seeking such as computer skills, equipment operation, fluency in languages, etc. Please list any computer programs in which you are proficient.

Skills & Abilities

REFERENCES: Please provide three names and contact information for people who know about your qualifications and are not related to you.

Name	Address	Phone	Professional Relationship

STATEMENT: (PLEASE READ THIS STATEMENT CAREFULLY BEFORE SIGNING THIS APPLICATION)

I understand that employment with Christ Lutheran Church is at-will, meaning that I or the Church may terminate my employment at any time or for any reason consistent with applicable state or federal law.

I authorize Christ Lutheran Church to make a thorough pre-employment investigation and release all persons, companies, or corporations, including its employees, and officers and agents, from liability for supplying and receiving information as may be requested. I agree to cooperate with Christ Lutheran concerning pre-employment inquiries, including but not limited to background checks and criminal records checks. I certify that the statements in the application are true to the best of my belief. I understand that false statements may result in immediate discharge, as well as any penalties where appropriate. I understand that nothing in this application is intended to create a contract, either expressed or implied, for any specific duration.

I understand that the Church requires the successful completion of a drug and/or alcohol test and a thorough criminal background investigation as a condition of employment.

I understand this application will be active for a period of six months; after that time, if I wish to be considered for employment, I must submit a new application. I certify that all the statements in this completed application are true and understand that any falsification or willful omission shall be sufficient cause for dismissal or refusal to hire.

PRINT NAME: _____

SIGNATURE OF APPLICANT: _____

DATE SIGNED: _____