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| **LOGO_GCUMC_No outline** | **Employment Application** |

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| --- | --- | --- | --- | --- |
| **Date:** |  |  | **Position Applied for:**  *(Check all that apply)* | Choir Director  Bell Choir Director  Orchestra Director  Organist  Concert Series Director |

**PERSONAL INFORMATION**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Last Name:** | | **First Name:** | | **Middle Name:** | | |
| Click here to enter text. | | Click here to enter text. | | Click here to enter text. | | |
|  |  | |  | |  | |
| **Home Address:** | | **City:** | | **ST:** | | **Zip Code:** |
| Click here to enter text. | | Click here to enter text. | | Click here to enter text. | | Click here to enter text. |
|  |  | |  | |  | |
| **Home Phone:** | | **Business Phone:** | | **Cell Phone:** | | |
| Click here to enter text. | | Click here to enter text. | | Click here to enter text. | | |
|  |  | |  | |  | |
| **May we contact you at Work?** | Yes (by cellphone/text)  No | | **Date Available:** | Click here to enter text. | | |
|  |  | | Full-Time Part-Time Temporary | | | |
|  |  | |  | |  | |

**EDUCATION**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Type of School** | **Name & Location of School** | | **Degree,**  **Area of Study,**  **# of Hrs Completed** | **Years Attended** | **Graduated** |
| **High School** | **Name:** | Click here to enter text. | Click here to enter text. | Click here to enter text. | Yes  No |
| **Address:** | Click here to enter text. |
| **City:** | Click here to enter text. |
| **State/Zip:** | Click here to enter text. |
|  | | | | | |
| **College** | **Name:** | Click here to enter text. | Click here to enter text. | Click here to enter text. | Yes  No |
| **Address:** | Click here to enter text. |
| **City:** | Click here to enter text. |
| **State/Zip:** | Click here to enter text. |
|  | | | | | |
| **Graduate School** | **Name:** | Click here to enter text. | Click here to enter text. | Click here to enter text. | Yes  No |
| **Address:** | Click here to enter text. |
| **City:** | Click here to enter text. |
| **State/Zip:** | Click here to enter text. |
|  | | | | | |
| **Other** | **Name:** | Click here to enter text. | Click here to enter text. | Click here to enter text. | Yes  No |
| **Address:** | Click here to enter text. |
| **City:** | Click here to enter text. |
| **State/Zip:** | Click here to enter text. |

**U.S. MILITARY SERVICE**

|  |  |  |  |
| --- | --- | --- | --- |
| **Branch of Service** | **Technical Specialization** | **Years of Service** | **Rank Attained** |
| Click here to enter text. | Click here to enter text. | Click here to enter text. | Click here to enter text. |

**SPECIAL SKILLS, KNOWLEDGE & ABILITIES (SKAs)**

|  |  |  |
| --- | --- | --- |
| **Skill / knowledge / ability** | **Brief Synopsis of your experience with its use** | **Years Used** |
| Click here to enter text. | Click here to enter text. | Click here to enter text. |
| Click here to enter text. | Click here to enter text. | Click here to enter text. |
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**CHURCH EXPERIENCE –** *Please explain any experience you have with churches*

|  |
| --- |
| Click here to enter text. |

**OTHER MUSIC EXPERIENCE –** *Briefly explain other experience you believe might apply to this position.*

|  |
| --- |
| Click here to enter text. |

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| --- | --- | --- | --- |
| **Are you a U.S. Citizen?** | Yes No | If you responded “No”, do you have a legal right,  and necessary documents, to work in the U.S.? | Yes No |

***PLEASE NOTE:*** *Identity & employment eligibility of all new hires will be verified as required by the Immigration Reform and Control Act of 1956.*

**Where were you ever discharged by any company?** Yes No

* If you responded “Yes”, list name of company below:

|  |
| --- |
| Click here to enter text. |

* Reason for discharge:

|  |
| --- |
| Click here to enter text. |

**Have you ever been convicted of a crime, other than a minor traffic violation?** Yes No

* If you responded “Yes”, list name of company below:

|  |
| --- |
| Click here to enter text. |

* Please explain the offense and the final disposition below:

|  |
| --- |
| Click here to enter text. |

**EMPLOYMENT HISTORY**

Please list your employment history, beginning with your most recent position, and account for any time during this period that you were un-employed by stating the nature of your activities.

***May we contact your recent employer?*** Yes No *Please indicate if you were employed under a different name.*

**\*\*\* MAY ATTACH RESUME IF INCLUDES ALL INFORMATION REQUESTED BELOW \*\*\***

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Dates of Employment** | | **Name, Address & Phone # of Employer** | | **Position Held**  **AND**  **Supervisor Name** | **Salary/Wages** | **Reason for Leaving** |
| **Mo/Yr Start** |  | **Name:** | Click here to enter text. | **Position Held:** | Click here to enter text. | Click here to enter text. |
| **Address:** | Click here to enter text. | Click here to enter text. |
| **Mo/Yr End** |  | **City:** | Click here to enter text. |  |
| **State/Zip:** | Click here to enter text. | **Supervisor Name:** |
| **Phone:** | Click here to enter text. | Click here to enter text. |
|  | | | | | | |
| **Mo/Yr Start** |  | **Name:** | Click here to enter text. | **Position Held:** | Click here to enter text. | Click here to enter text. |
| **Address:** | Click here to enter text. | Click here to enter text. |
| **Mo/Yr End** |  | **City:** | Click here to enter text. |  |
| **State/Zip:** | Click here to enter text. | **Supervisor Name:** |
| **Phone:** | Click here to enter text. | Click here to enter text. |
|  | | | | | | |
| **Mo/Yr Start** |  | **Name:** | Click here to enter text. | **Position Held:** | Click here to enter text. | Click here to enter text. |
| **Address:** | Click here to enter text. | Click here to enter text. |
| **Mo/Yr End** |  | **City:** | Click here to enter text. |  |
| **State/Zip:** | Click here to enter text. | **Supervisor Name:** |
| **Phone:** | Click here to enter text. | Click here to enter text. |
|  | | | | | | |
| **Mo/Yr Start** |  | **Name:** | Click here to enter text. | **Position Held:** | Click here to enter text. | Click here to enter text. |
| **Address:** | Click here to enter text. | Click here to enter text. |
| **Mo/Yr End** |  | **City:** | Click here to enter text. |  |
| **State/Zip:** | Click here to enter text. | **Supervisor Name:** |
| **Phone:** | Click here to enter text. | Click here to enter text. |

**REFERENCES –** *Please do* ***not*** *list relatives, and indicate if you were employed under a different name*

| **Name** | **Address** | | **Title** | **Phone** | **Years Known** |
| --- | --- | --- | --- | --- | --- |
| Click here to enter text. | **Address:** | Click here to enter text. | Click here to enter text. | Click here to enter text. | Click here to enter text. |
| **City:** | Click here to enter text. |
| **State/Zip:** | Click here to enter text. |
| **State/Zip:** | Click here to enter text. |
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| Click here to enter text. | **Address:** | Click here to enter text. | Click here to enter text. | Click here to enter text. | Click here to enter text. |
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| Click here to enter text. | **Address:** | Click here to enter text. | Click here to enter text. | Click here to enter text. | Click here to enter text. |
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| Click here to enter text. | **Address:** | Click here to enter text. | Click here to enter text. | Click here to enter text. | Click here to enter text. |
| **City:** | Click here to enter text. |
| **State/Zip:** | Click here to enter text. |
| **State/Zip:** | Click here to enter text. |
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***PLEASE READ CAREFULLY***

**In submitting this application for employment, I understand that an investigation may be made whereby information is obtained regarding my character, previous employment, general reputation, educational background, credit record and/or criminal history. I authorize anyone possessing this information to furnish it to Gold Canyon United Methodist Church and/or a 3rd party upon request, and I release anyone so authorized - Gold Canyon United Methodist Church, and any 3rd party - from all liability and damages whatsoever in furnishing, obtaining or using said information.**

**In the event of employment, I understand that false or misleading information given in my application or interview(s) may result in immediate dismissal. I understand, also, that I am required to abide by all rules and regulations of Gold Canyon United Methodist Church.**

**I understand and agree that if employed, the employment will be “at will”. That is, either I or Gold Canyon United Methodist Church may end the employment relationship at any time, for any reason, or for no reason. I understand that receipt of this application by Gold Canyon United Methodist Church does not imply employment and that this application and/or any other Gold Canyon United Methodist Church documents are not contracts of employment.**

|  |  |  |
| --- | --- | --- |
|  |  |  |
| *Applicant Signature* |  | *Date* |
|  |  |  |