



APPLICATION FOR EMPLOYMENT

**Qualified applicants receive consideration on the basis of qualifications for the position without regard to race, color, sex, age, national origin or disability. As a religious organization, this ministry is permitted and reserves the right to prefer employees on the basis of religion. Title VII, Section 702-703, v.s. Civil Rights Act of 1964. All applicants must sign the organization's Statement of Faith to be considered for employment.*

(Please print)

| | | | |
|---|-------------------|--|----------------------------|
| Last Name | First Name | Middle Name | Date of application |
| Street Address including Apt. # | | City | State Zip code |
| Home Telephone () | | Cellular Phone | Social Security # |
| E-mail Address | | | |
| Position Applying for: _____ | | Desired Salary: \$ _____ | |
| Are you available to work: <input type="checkbox"/> Full-time <input type="checkbox"/> Part-Time | | Available Start Date: _____ | |
| Have you ever been employed with us before? <input type="checkbox"/> Yes <input type="checkbox"/> No | | | |
| If yes, in what capacity? _____ | | | |
| Are you a member of Born Again Church? <input type="checkbox"/> Yes <input type="checkbox"/> No | | | |
| Are you currently employed? <input type="checkbox"/> Yes <input type="checkbox"/> No | | | |
| Have you ever been convicted of a felony? | | <input type="checkbox"/> Yes <input type="checkbox"/> No | |
| If yes, please explain: _____ | | | |
| Do you have a valid driver's license? <input type="checkbox"/> Yes <input type="checkbox"/> No | | | |
| Do you have reliable transportation to and from work? <input type="checkbox"/> Yes <input type="checkbox"/> No | | | |
| Are you a citizen of the United States? <input type="checkbox"/> Yes <input type="checkbox"/> No | | | |
| Are you capable of performing in a reasonable manner the essential functions involved in the job or occupation for which you have applied? <input type="checkbox"/> Yes <input type="checkbox"/> No | | | |

EDUCATION

Indicate any foreign languages you can speak, read and/or write

| Fluent | Good | Fair |
|---------------|-------------|-------------|
| SPEAK: | | |
| READ: | | |
| WRITE: | | |

| Name/Address of School | Course of Study | Years Completed |
|-------------------------------|------------------------|------------------------|
| High School | | |
| Undergraduate College | | |
| Graduate Professional | | |
| Other | | |

Describe any specialized training, apprenticeship, skills or extra-curricular activities:

OTHER QUALIFICATIONS

Summarize special job-related skills and qualifications acquired from employment or other experience.

Previous Employment

Company: _____ Phone: () _____

Address: _____ Supervisor: _____

Job Title: _____ Starting Salary: \$ _____ Ending Salary: \$ _____

Responsibilities: _____

From: _____ To: _____ Reason for Leaving: _____

May we contact your previous supervisor for a reference? YES NO

Company: _____ Phone: () _____

Address: _____ Supervisor: _____

Job Title: _____ Starting Salary: \$ _____ Ending Salary: \$ _____

Responsibilities: _____

From: _____ To: _____ Reason for Leaving: _____

May we contact your previous supervisor for a reference? YES NO

Company: _____ Phone: () _____

Address: _____ Supervisor: _____

Job Title: _____ Starting Salary: \$ _____ Ending Salary: \$ _____

Responsibilities: _____

From: _____ To: _____ Reason for Leaving: _____

May we contact your previous supervisor for a reference? YES NO

Applicant's Statement

I certify that answers given herein are true and complete to the best of my knowledge.

I authorize investigation of all statements contained in this application for employment as may be necessary in arriving at an employment decision.

This application for employment shall be considered active for a period of time not to exceed 6 months. Any applicant wishing to be considered for employment beyond this time period should inquire as to whether or not applications are being accepted at that time.

I understand and acknowledge that any employment with Born Again Church & Christian Outreach Ministries is of an "at will" nature, which means that the Employee may resign at any time and the Employer may discharge Employee at any time with or without cause. It is further understood that this "at will" employment relationship may not be changed by written document or by conduct unless such change is specifically acknowledged in writing by the Administrative Team of Born Again Church & Christian Outreach Ministries.

In the event of employment, I understand that false and misleading information given in my application or interview(s) may result in discharge. I understand, also, that I am required to abide by all policies, procedures, ethical and moral values of Born Again Church & Christian Outreach Ministries.

Understood and Agreed:

Signature of Applicant _____ Date: _____

For Human Resources Only

Arrange Interview: YES NO

Remarks: _____

Employed: YES NO

Job Title: _____

Department: _____

Date of Employment: _____

Hourly Rate/Salary: _____

Notes: _____

Return Address:
Born Again Church & Christian Outreach Ministries
Attn: Administration Team
858 West Trinity Lane
Nashville, TN 37207
FAX: 615.228.8795