

Employment Application
CrossRoads United Methodist Church
515 E. Markey Parkway ~ PO Box 167
Belton, MO 64012
phone: 816-331-5258
office@crossroads-umc.net
www.crossroads-umc.net

CrossRoads United Methodist Church is an equal opportunity employer and affords equal opportunity to all for all positions without regard to race, color, religion, gender, national origin, age, disability, veteran status or any other status protected under local, state or federal law.

Each question should be fully and accurately answered. Use blank paper if you do not have enough room on this application. PLEASE PRINT, except for signature on back of application. None of the questions on this form are intended to imply illegal preferences or discrimination based upon non-job-related information.

Position(s) Applied for _____ Today's Date: _____

Are you seeking: Full-time Part-time Temporary employment? Please circle the days you can work: SU M T W TH F SA
 What hours are you available to work? _____

Last Name	First Name	Middle Name	Telephone Number
Present Street Address	City	State	Zip Code

Are you 18 years or older? Yes No (if you are hired you may be required to submit proof of age)

Social Security Number: _____ If hired, can you furnish proof you are eligible to work in the U.S. Yes? No

Have you ever applied here before?..... Yes No If yes, when? _____

Were you ever employed here?..... Yes No If yes, when? _____

Have you ever been convicted of any law violation (except a minor traffic violation)?.....Yes No

If yes, give details _____
 (A "Yes" answer does not automatically disqualify you from employment, since the nature of the offense, date, and the job for which you are applying will also be considered)

Is anyone related to you employed at CrossRoads?Yes No

If yes, please give their name and relationship to you. _____

What salary or rate of pay do you expect to receive if employed? _____ per _____.

Have you ever been fired or asked to resign from a job?.....Yes No

If yes, please explain: _____

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

(If you have any question about the functions of the job, please ask the interviewer before answering this question.)

Education

	Name and Location of School	Course of Study	No. of years completed	Diplomas or Degrees
Elementary School				
High School				
College				
Vocational School				

Please list any academic honors, scholarships, offices held, etc. (Do not list any which reflect your race, color, religion, national origin, age, disabilities or veteran status.) _____

Describe any specialized training, apprenticeships, licenses or skills you have. _____

Have you received any job-related training in the United States Military:Yes No

Please give dates and explanation: _____

Begin with your present or most recent employer. Account for all periods of time including military service and any periods of unemployment. If self-employed, give firm name and supply business references. Attach additional paper if necessary.

Company Name	Job Title and Duties
Address	Dates of Employment From: _____ To: _____
City, State, Zip Code	Pay: Start \$ _____ Final \$ _____
Supervisor (Name and Title)	Reason for Leaving
Company Name	Job Title and Duties
Address	Dates of Employment From: _____ To: _____
City, State, Zip Code	Pay: Start \$ _____ Final \$ _____
Supervisor (Name and Title)	Reason for Leaving
Company Name	Job Title and Duties
Address	Dates of Employment From: _____ To: _____
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Company Name	Job Title and Duties
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City, State, Zip Code	Pay: Start \$ _____ Final \$ _____
Supervisor (Name and Title)	Reason for Leaving

Are you presently employed?Yes No

If yes, may we contact your present employer?Yes No

Provide three references who are not related to your or our previous supervisors who can provide references.

Name: _____ Address: _____ Phone: _____

Please provide any other information that you feel will help us in considering your application for employment.

I certify that all of the information provided by me in this application and accompanying documents is true and complete. I understand that false representation or omission of any fact will be cause for denial of employment or termination of employment.

In consideration for employment with CrossRoads U.M.C., if employed, I agree to conform to the rules, regulations, policies, and procedures of CrossRoads U.M.C. at all times and understand that such conformity is a condition of employment, I understand that attendance and punctuality are considered essential requirements of every employee at CrossRoads U.M.C. and that poor attendance or tardiness will result in disciplinary action.

I understand that if offered a position with CrossRoads U.M.C., I may be required to submit to a pre-employment medical examination, drug screening and background check as a condition of employment. I understand that unsatisfactory results from, refusal to cooperate with, or any attempt to affect the results of these pre-employment tests and checks will result in withdrawal of any employment offer or termination of employment if already employed.

I hereby authorize any and all schools, former employers, references, courts and any others who have information about me to provide such information to CrossRoads U.M.C. and /or any of its representatives, agents or vendors. I relinquish parties involved from any and all liability for any and all damage that may result from providing such information.

I understand that this application will be current for three months. If I wish to be considered for employment after this period I will fill out and submit a new application.

I understand that this application or subsequent employment does not create a contract of employment or guarantee employment for any definite period of time. If employed, I understand that I have been hired at the will of the employer and my employment may be terminated at any time, with or without cause and with or without written notice.

By my signature below I acknowledge that I have read, understood and agree with the above statements.

Signature

Date

CrossRoads United Methodist Church is proud to be an equal opportunity employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, gender, national origin, age, disability, veteran status or any other status protected by law.