

La Mesa Presbyterian Church

Job Application Form

Instructions: Complete the job application online or print the document and fill it out online or by printing clearly in black or blue ink on a hard copy. Please, complete all fields. Incomplete information could disqualify you from further consideration. Sign and date the form. Print the form and e-mail it to personnel@lamesapresabq.org.

PERSONAL INFORMATION:

First Name _____

Middle Name _____

Last Name _____

E-mail Address _____

Street Address _____

City, State, Zip Code _____

Phone Number (____) _____

Are you eligible to work in the United States? Yes _____ No _____

Have you been convicted of or pleaded no contest to a felony within the last seven years?
Yes _____ No _____

If yes, please explain: _____

Have you ever been terminated from employment or asked to resign by an employer? ___Yes ___No

Are you able to perform the essential functions of the job for which you are applying, with or without a reasonable accommodation? ___Yes ___No

Have you ever been known by any other name? Yes ___No ___^[L]_[SEP]If yes, please provide other name(s):^[L]_[SEP] _____

POSITION/AVAILABILITY:

Position: _____ Director of Music _____

What date are you available to start work? _____

EDUCATION:

Name and Address of School - Degree/Diploma - Graduation Date

Skills and Qualifications: Licenses, Skills, Training, Awards

EMPLOYMENT HISTORY:

Present or Last Position:

Employer: _____

Address: _____

Position Title: _____

From: _____ To: _____

Responsibilities: _____

Supervisor: _____

Phone: _____

Email: _____

Reason for Leaving: _____

May We Contact This Employer? Yes _____ No _____

=====

Previous Position:

Employer: _____

Address: _____

Position Title: _____

From: _____ To: _____

Responsibilities: _____

Supervisor: _____

Phone: _____

Email: _____

Reason for Leaving: _____

May We Contact This Employer? Yes _____ No _____

=====

Previous Position:

Employer: _____

Address: _____

Position Title: _____

From: _____ To: _____

Responsibilities: _____

Supervisor: _____

Phone: _____

Email: _____

Reason for Leaving: _____

May We Contact This Employer? Yes _____ No _____

Musical References:

Name/Title, E-mail Address, Phone

1. _____

2. _____

3. _____

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Please read carefully before signing.

La Mesa Presbyterian Church is an equal opportunity employer. La Mesa does not discriminate in employment on account of race, color, religion, national origin, citizenship status, ancestry, age, sex, sexual orientation, marital status, physical or mental disability, military status or unfavorable discharge from military service.

I understand that neither the completion of this application nor any other part of my consideration for employment establishes any obligation for La Mesa to hire me. If I am hired, I understand that either La Mesa or I can terminate my employment at any time and for any reason, with or without cause and without prior notice. I understand that no representative of La Mesa has the authority to make any assurance to the contrary.

I attest with my signature below that I have given to La Mesa true and complete information on this application. No requested information has been concealed. I authorize La Mesa to contact references provided for employment reference checks. If any information I have provided is untrue, or if I have concealed material information, I understand that this will constitute cause for the denial of employment or immediate dismissal.

I certify that (a) no civil, criminal, or ecclesiastical complaint has ever been sustained or is pending against me for sexual misconduct; and (b) I have never resigned or been terminated from a position for reasons related to sexual misconduct.

Candidate finalist must submit to and pass a full background check before starting work.

Signature _____

Date _____

Email application to personnel@lamesapresabq.org