

ST. FRANCIS OF ASSISI CATHOLIC CHURCH EMPLOYMENT APPLICATION



PERSONAL INFORMATION:

NAME: _____
Last First Middle Initial Social Security #

ADDRESS: _____
Street City State Zip

TELEPHONE: _____
Home Cell Email Address

POSITION APPLYING FOR: _____

Are you currently under contract with an employer? Yes No
If yes, how soon would you be available for employment with St. Francis of Assisi? _____

Are you Roman Catholic? Yes No If yes, name of parish: _____

EDUCATION AND EMPLOYMENT INFORMATION:

SECONDARY EDUCATION:
NAME CITY STATE DATE OF GRADUATION

COLLEGE & UNIVERSITIES:
NAME CITY STATE DEGREE & DATE RECD.

PREVIOUS EMPLOYMENT:

Employer Name	Address	City/State/Zip	How Long / Reason for Leaving
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Responsibilities	Supervisor
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Employer Name	Address	City/State/Zip	How Long / Reason for Leaving
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Responsibilities	Supervisor
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Do we have your permission to contact your previous employers? Yes No

Other training/skills/abilities which would qualify you for the position desired:

PERSONAL / EMPLOYMENT REFERENCES:

NAME	ADDRESS	CITY/STATE/ZIP	OCCUPATION	PHONE #
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Are you legally eligible for employment in the U.S.? Yes No

Have you ever been convicted of a felony? Yes No

Have you ever been convicted of a drug related offense? Yes No

Have you ever been accused or convicted of child abuse? Yes No

DATE

SIGNATURE OF APPLICANT

**RETURN TO: PASTOR, ST. FRANCIS OF ASSISI CATHOLIC CHURCH
7075 ASHWORTH ROAD • WEST DES MOINES, IA 50266**

Applicant's Statement - Please read carefully before signing.

If hired, I agree to conform to the rules and regulations of the Catholic Diocese of Des Moines & St. Francis of Assisi Catholic Church & School. I understand that my employment can be terminated, with or without cause, and with or without notice, at any time, at the option of the Catholic Diocese of Des Moines & St. Francis of Assisi Catholic Church & School or myself. I understand that no contract of employment is created by this application, or by my employment, or by the rules and regulations of the Catholic Diocese of Des Moines & St. Francis of Assisi Catholic Church & School.

I understand that hours in excess of the regular working hours may be required. I agree to this as a condition of employment.

I understand that if hired I am required to provide documents proving my U.S. citizenship or immigration status and employment eligibility.

I hereby certify that the information I've provided in this application is true and correct. I authorize investigation of all statements contained in this application and I release from liability all persons, companies and corporations supplying such information and agree to indemnify the Catholic Diocese of Des Moines & St. Francis of Assisi Catholic Church & School against any liability which might result from making such investigation. I fully understand that misrepresentation or omission of facts called for in this application is cause for immediate dismissal if I am employed.

I have read the above statements. I understand them and I agree to comply with them as conditions of employment.

Signature

Date