

# APPLICATION FOR EMPLOYMENT



JOURNEYCHURCH

Position Desired \_\_\_\_\_

Date Applied \_\_\_\_\_

☐ Full Time ☐ Part Time: Hours desired per week \_\_\_\_\_

## PERSONAL

Name \_\_\_\_\_ Social Security No. \_\_\_\_\_

Address \_\_\_\_\_  
Street City State Zip Code

Home Phone ( ) \_\_\_\_\_ Work Phone ( ) \_\_\_\_\_ Email \_\_\_\_\_

Have you ever been convicted of a felony or misdemeanor? ☐ Yes ☐ No If yes, explain in writing \_\_\_\_\_

## EDUCATION & TRAINING

	NAME/LOCATION	YEARS COMPLETED	HONORS RECEIVED DIPLOMA/DEGREE	COURSE OF STUDY
HIGH SCHOOL				
TRADE, BUSINESS, OR TECHINICAL				
COLLEGE OR UNIVERSITY				
GRADUATE OR PROFESSIONAL				

List any additional training or experience that qualifies you for the position you are seeking, including professional licensures or certifications:

## EMPLOYMENT

Do not substitute a resume for this section.

Present Employer \_\_\_\_\_ Phone Number ( ) \_\_\_\_\_

Address \_\_\_\_\_  
Street City State Zip Code

Position(s) Held \_\_\_\_\_

Employment Dates: Starting \_\_\_\_\_ Ending \_\_\_\_\_ Starting Pay \_\_\_\_\_ Ending Pay \_\_\_\_\_

Supervisor/Manager \_\_\_\_\_ May we contact? ☐ Yes ☐ No

Reason for Leaving \_\_\_\_\_

Description of Primary Responsibilities \_\_\_\_\_

Previous Employer \_\_\_\_\_ Phone Number ( ) \_\_\_\_\_

Address \_\_\_\_\_  
Street City State Zip Code

Position(s) Held \_\_\_\_\_

Employment Dates: Starting \_\_\_\_\_ Ending \_\_\_\_\_ Starting Pay \_\_\_\_\_ Ending Pay \_\_\_\_\_

Supervisor/Manager \_\_\_\_\_ May we contact? ☐ Yes ☐ No

Reason for Leaving \_\_\_\_\_

Description of Primary Responsibilities \_\_\_\_\_

Previous Employer \_\_\_\_\_ Phone Number (    ) \_\_\_\_\_

Address \_\_\_\_\_  
Street City State Zip Code

Position(s) Held \_\_\_\_\_

Employment Dates: Starting \_\_\_\_\_ Ending \_\_\_\_\_ Starting Pay \_\_\_\_\_ Ending Pay \_\_\_\_\_

Supervisor/Manager \_\_\_\_\_ May we contact? ☐ Yes ☐ No

Reason for Leaving \_\_\_\_\_

Description of Primary Responsibilities \_\_\_\_\_

## REFERENCES

We prefer that one reference be a present Journey Church staff person or team leader. Please no relatives.

First Reference \_\_\_\_\_ Work Phone (    ) \_\_\_\_\_

Length of Time Known \_\_\_\_\_ Home Phone (    ) \_\_\_\_\_

Relationship to You \_\_\_\_\_

Second Reference \_\_\_\_\_ Work Phone (    ) \_\_\_\_\_

Length of Time Known \_\_\_\_\_ Home Phone (    ) \_\_\_\_\_

Relationship to You \_\_\_\_\_

## CHRISTIAN BACKGROUND

Are you a born-again Christ-follower? ☐ Yes ☐ No If yes, since when? Month \_\_\_\_\_ Year \_\_\_\_\_

If yes, briefly describe below how you came to know Christ as your personal Savior. \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Do you regularly attend our weekend worship experience? ☐ Yes ☐ No If yes, since when? Month \_\_\_\_\_ Year \_\_\_\_\_

Do you regularly attend Journey Church Small Group? ☐ Yes ☐ No If yes, since when? Month \_\_\_\_\_ Year \_\_\_\_\_

In what areas of the church ministry are you presently involved? \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

In what areas of the church ministry are you currently leading? \_\_\_\_\_

\_\_\_\_\_

How would you describe your SHAPE (spiritual gifts, heart, abilities, personality, experience)? \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

If there is any additional information of which you feel the church should be aware, please explain. \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## APPLICANT'S STATEMENT & AGREEMENT

I, the undersigned applicant, hereby certify that the information contained on this Application for Employment is true and correct, and I have not omitted any facts, which I reasonably believe would reflect unfavorably on the Church's decision to hire me.

I understand and agree that any misrepresentation by me in this application will be grounds for immediate termination if I have been employed. I give Journey Covenant Church, Inc. the right to investigate all references and to secure additional information about me, if job related. I hereby release from liability Journey Covenant Church, Inc. and its representatives for seeking such information and all other persons, corporations, or organizations for furnishing such information. I understand that a criminal background check will be conducted on me as part of the application process and I consent to any such check. I also understand that I may be required to have a physical examination, including a drug test.

Should employment result from this, I understand that I will be required to provide documentation to establish identity and employment eligibility. I understand that just as I am free to resign at any time, Journey Covenant Church, Inc. reserves the right to terminate my employment at any time, with or without cause and without prior notice. I understand that no representative of Journey Covenant Church, Inc. has the authority to make any assurances to the contrary. Furthermore, I agree to abide by the ministry guidelines and requirements of Journey Covenant Church, Inc. and to refrain from any unscriptural conduct in the performance of my services on behalf of the church. I hereby attest that I am of good moral character.

Signature \_\_\_\_\_ Date \_\_\_\_\_

Return to:  
Journey Church  
P.O. Box 722764  
Norman, OK 73070  
(405) 217.8700  
or mail to address below