



***EMPLOYMENT
APPLICATION***

CALVARY CHAPEL OF COSTA MESA

APPLICATION FOR EMPLOYMENT

REQUESTED BY: _____
SUPERVISOR'S NAME DEPARTMENT

APPLICATION APPROVAL: _____
PASTOR ROGER DATE

LOCATION: _____ POSITION: _____ WAGE: _____ APPROVED: _____
PASTOR GAYLORD

REPLACEMENT HIRE NEW POSITION HIRE APPROVED BY PASTOR CHUCK

General Information:

LAST: _____ FIRST: _____ MI: ____ Phone: (____) _____

Address: _____ City: _____ State: ____ Zip: _____

Social Security Number: _____ - _____ - _____ Date of birth: ____/____/____ **If minor, attach work permit**

Is your citizenship or immigration status such that you can lawfully work in the U.S.? ____ Yes ____ No
(If hired, continued employment will be dependent upon proof of citizenship or presentation of documents that authorize you to work in the United States)

Desired Position: _____ Full-time: _____ Part-time _____

Desired Starting Wage: _____ Date Available to Start: _____

Have you ever worked for any ministry of Calvary Chapel of Costa Mesa before? ____ Yes ____ No

If yes, which one? _____ What Year(s)? _____

Describe the circumstances for leaving? _____

Is Calvary Chapel of Costa Mesa your home church? Yes No

If no, what is the name of the church you are presently attending? _____

Name of a Pastor that could give you a reference: _____

Work Time Availability:

Please complete this chart with the times you are available to work.								
		Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Days & Hours Available to Work	FROM:							
	TO:							

Last 10 Years of Employment History:

(Starting with present or most recent employer)

Company #1: _____ City/State: _____

Supervisor's Name: _____ Phone: _____ May we contact? ___Yes ___No

Employed: FROM: _____ TO: _____ Rate of Pay: STARTING: _____ ENDING: _____
(Month/Year)

Position(s) Held: _____ Average Hours per Week: _____

Describe your duties: _____

Reason Ended Employment: _____

Company #2: _____ City/State: _____

Supervisor's Name: _____ Phone: _____ May we contact? ___Yes ___No

Employed: FROM: _____ TO: _____ Rate of Pay: STARTING: _____ ENDING: _____
(Month/Year)

Position(s) Held: _____ Average Hours per Week: _____

Describe your duties: _____

Reason Ended Employment: _____

Company #3: _____ City/State: _____

Supervisor's Name: _____ Phone: _____ May we contact? ___Yes ___No

Employed: FROM: _____ TO: _____ Rate of Pay: STARTING _____ ENDING: _____

Position(s) Held: _____ Average Hours per Week: _____

Describe your duties: _____

Reason Ended Employment: _____

Company #4: _____ City/State: _____

Supervisor's Name: _____ Phone: _____ May we contact? ____ Yes ____ No

Employed: FROM: _____ TO: _____ Rate of Pay: STARTING _____ ENDING: _____

Position(s) Held: _____ Average Hours per Week: _____

Describe your duties: _____

Reason Ended Employment: _____

*******PLEASE USE A SEPARATE PAPER IF NECESSARY*******

Education History: Name of School and Address	Degree / Major	Number of College Credit Hours	GPA	Graduated (Yes/No)
High School:				
College:				
Other:				

Extra-curricular Activities:

Criminal Background:

Have you ever been convicted of a criminal offense? (*Do not include traffic tickets*) **Yes** _____ **No** _____
(No applicant will be denied employment solely on the grounds of conviction of a criminal offense. The nature of the offense, the date of the offense, the surrounding circumstances and the relevance of the offense to the position(s) applied for may, however, be considered).

If "yes," the nature of conviction:

Limitations on Employment:

Are there any restrictions (mental and/or physical) or limitations on the work you could perform?

Yes _____ **No** _____

If "yes," please describe the limitations or restrictions placed on your work and whether a medical provider has placed those restrictions and also enclose a copy of such prescribed restrictions. Applicant may be subject to passing a medical examination, and to a skill and agility test to determine whether reasonable accommodations can be effected, if required, in order to perform essential functions of the job:

Doctrinal Section

1. Which doctrines of the Christian faith do you regard as “crucial” and “non-negotiable”?

2. What does it take for a person to receive eternal salvation?

3. In what sense can it be said that the Bible is “true”?

4. Who are your favorite well-known Bible teachers?

Spiritual Walk

1. How did you come to accept the Lord?

2. If you have received the baptism of the Holy Spirit, how and when did that occur?

3. Describe your walk with the Lord at the present time.

4. If applicable, how long have you fellowshiped at Calvary Chapel of Costa Mesa? _____

5. Which services do you regularly attend? _____

References

1. Please provide the names of any staff members of Calvary Chapel of Costa Mesa ministries who know you, and could be contacted as a reference.

2. Please include with your application a letter of reference from a friend, and any other letters of reference that might give us helpful insights into your character or personality.

3. After you have read and signed the insert and completed this application, please return it to the Accounting Office at Calvary Chapel of Costa Mesa.

Thank you for your time and thought in completing this application.

God Bless You.

Background Research Release

Please read this section carefully and acknowledge your understanding by signing your name in the space below.

1. Consent to conduct background Investigation

As a condition of and in consideration for Calvary Chapel of Costa Mesa's consideration of this application, I give permission to Calvary Chapel of Costa Mesa to investigate my personal and employment history. I understand that this background investigation will include, but not be limited to, verification of information on this application, as well as interviews with past employers. I further give permission to Calvary Chapel of Costa Mesa to conduct this investigation and to discuss the results of this investigation in connection with my application for employment.

2. Consent to contact Past Employers

I give permission to Calvary Chapel of Costa Mesa to contact all employers listed in this application (except those specifically excluded) for references. I further give permission to all current or previous employers and/or managers or supervisors to discuss my relevant personal and employment history with Calvary Chapel of Costa Mesa. I give my consent to the release of such information orally or in writing, and hereby release them from all liability and agree not to sue them for defamation or other claims based upon any statements they make to any representative of Calvary Chapel of Costa Mesa. I further waive all rights I may have under state law to receive a copy of any written statement provided by any of my former employers to Calvary Chapel of Costa Mesa. I further agree to indemnify all past employers for any liability they may incur because of their reliance upon this release.

3. Consent To Contact Government Agencies

I give permission to any agent, attorney or representative of Calvary Chapel of Costa Mesa, to receive a copy of any information obtained in the file of any federal, state or local court, governmental agency, law enforcement agency or investigator concerning or relating to me. I further consent to the release of such information. In the event a state law does not provide for prospective employers to have access to information I hereby delegate Calvary Chapel of Costa Mesa as my agent for receipt of information. I understand that the scope of this investigation will be limited to criminal and/or civil records that relate to my honesty, integrity and/or ability to perform the job for which I have applied.

4. Cooperation with Investigation

I agree to fully cooperate in Calvary Chapel of Costa Mesa's background investigation and to sign any waivers or releases that may be necessary to obtain access to relevant information. In the event that any former employer or federal, state or local government agency will not release reference information or criminal history information directly to the employer, I agree to personally request such information to the extent permitted by law.

5. Falsification Statement

I understand that any falsification or material omission of fact made in this application or in connection with any background investigation may be sufficient grounds for rejection of this application, or, if discovered after an offer of employment, for immediate dismissal.

6. Drug Testing.

Prior to my beginning work or during my employment, employer reserves the right to require any lawful form of medical, drug, alcohol, psychological, character, honesty, integrity, aptitude, skill or other test or examination.

7. Employment "At Will"

In consideration of my employment, I agree to conform to the rules and regulations of Calvary Chapel of Costa Mesa and my employment and compensation is "at will" in that I can be terminated with or without cause, and without notice, at any time, at the option of either Calvary Chapel of Costa Mesa, or myself, except as otherwise provided by law. I understand that no manager or representative of, Calvary Chapel of Costa Mesa other than the Senior Pastor/President of Calvary Chapel of Costa Mesa has authority to enter into any agreement for employment for any specified period of time or to make any agreement or contract to the foregoing, and that any promises to the contrary will only be relied upon by me if they are in writing and signed by the Senior Pastor/President of Calvary Chapel of Costa Mesa.

8. Restrictions On Employment.

I agree and acknowledge that Calvary Chapel of Costa Mesa is a non-denominational church that is evangelical in nature and adheres literally to the requirements of scripture and therefore, under state and federal law, may choose to employ or not employ applicants depending upon their subscription to the beliefs of the church and the consistency of such beliefs with their lifestyle choices.

I certify that the facts set forth in this application for employment are true and complete to the best of my knowledge. I understand that if I am employed, false statements on this application shall be considered sufficient cause for dismissal.

APPLICANT'S SIGNATURE

DATE