



# Evangelical Friends Church Southwest

## Application for Employment

Position(s) applied for \_\_\_\_\_ Date of Application \_\_\_ / \_\_\_ / \_\_\_

Name \_\_\_\_\_  
LAST FIRST MIDDLE

Address \_\_\_\_\_  
STREET CITY STATE ZIPCODE

Telephone ( ) \_\_\_\_\_ Mobile/Cell/Other ( ) \_\_\_\_\_

Email \_\_\_\_\_

### PERSONAL

Have you ever filed an application with us before?  Yes  No If yes, please indicate date. / /

Have you ever been employed with us before?  Yes  No If yes, please indicate date. / /

Are you currently employed?  Yes  No May we contact your current employer?  Yes  No

How did you learn about our organization?  Newspaper  Agency  Employee Referral Employee Name: \_\_\_\_\_

Are you at least 18 years of age?  Yes  No What date can you begin work? / /

Are you able to work:  Full-time  Part-time  Temporary Can you travel if the job requires it?  Yes  No

If employment is offered, can you submit verification of your legal right to work in the United State?  Yes  No

Would you be willing to submit to a credit check?  Yes  No

Would you be willing to submit to a Department of Justice screening?  Yes  No

Have you ever been convicted of a felony within the last 7 years? *(Conviction will not necessarily disqualify an applicant for employment)*  Yes  No

Have you ever had any job related training in the United States Military?  Yes  No If yes, please describe,  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Have you ever been dismissed or forced to resign?  Yes  No If yes, please explain,  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Are you able to perform the tasks of the position for which you are applying (as either stated in a job description and/or described to you) with or without an accommodation?  Yes  No

**EQUAL OPPORTUNITY EMPLOYER**

## EMPLOYMENT HISTORY

Provide the following information of your past and current employers, assignments or volunteer activities, starting with the most recent (use additional sheets if necessary). Please supply at least 4 positions you have held or your job history for the last 10 years, whichever is greater.

EMPLOYER (TELEPHONE #	DATES EMPLOYED	FROM	TO	<b>SUMMARIZE THE TYPE OF WORK PERFORMED AND JOB RESPONSIBILITIES</b>
ADDRESS				
STARTING JOB TITLE/FINAL JOB TITLE	HOURLY RATE/SALARY			
	STARTING			
IMMEDIATE SUPERVISOR and TITLE	\$		PER	
REASON for LEAVING	HOURLY RATE/SALARY			
	FINAL			
	\$		PER	
EMPLOYER (TELEPHONE #	DATES EMPLOYED	FROM	TO	<b>SUMMARIZE THE TYPE OF WORK PERFORMED AND JOB RESPONSIBILITIES</b>
ADDRESS				
STARTING JOB TITLE/FINAL JOB TITLE	HOURLY RATE/SALARY			
	STARTING			
IMMEDIATE SUPERVISOR and TITLE	\$		PER	
REASON for LEAVING	HOURLY RATE/SALARY			
	FINAL			
	\$		PER	
EMPLOYER (TELEPHONE #	DATES EMPLOYED	FROM	TO	<b>SUMMARIZE THE TYPE OF WORK PERFORMED AND JOB RESPONSIBILITIES</b>
ADDRESS				
STARTING JOB TITLE/FINAL JOB TITLE	HOURLY RATE/SALARY			
	STARTING			
IMMEDIATE SUPERVISOR and TITLE	\$		PER	
REASON for LEAVING	HOURLY RATE/SALARY			
	FINAL			
	\$		PER	
EMPLOYER (TELEPHONE #	DATES EMPLOYED	FROM	TO	<b>SUMMARIZE THE TYPE OF WORK PERFORMED AND JOB RESPONSIBILITIES</b>
ADDRESS				
STARTING JOB TITLE/FINAL JOB TITLE	HOURLY RATE/SALARY			
	STARTING			
IMMEDIATE SUPERVISOR and TITLE	\$		PER	
REASON for LEAVING	HOURLY RATE/SALARY			
	FINAL			
	\$		PER	

## EDUCATIONAL BACKGROUND

- A.** List the last three (3) schools attended, starting with the most recent. **B.** List number of years completed. **C.** Indicate degree or diploma earned, if any. **D.** Grade Point Average or Class Rank **E.** Major Field of Study **F.** Minor Field of Study (if applicable).

A. SCHOOL	B. NUMBER OF YEARS COMPLETED	C. DEGREE DIPLOMA	D. GPA CLASS RANK	E. MAJOR	F. MINOR

**SKILLS AND QUALIFICATIONS**

Summarize any special training skills, licenses and/or certificates that may qualify you as being able to perform job-related functions in the position for which you are applying or in other positions within a church or camp setting.

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**REFERENCES**

List four adult individuals (2 employers or teachers and 2 personal) that you can use as personal references (No relatives or peers, please). These people should be familiar with your character and qualifications for the position(s) you are applying for.

NAME	TELEPHONE	NUMBER OF YEARS KNOWN
1. Employer and/or Teacher	(     )	
2. Employer and/or Teacher	(     )	
3. Personal	(     )	
4. Personal	(     )	

List any other information you would like us to consider: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

List church affiliation for the last 10 years, ministry served in and persons you have worked with, including pastoral staff.

Dates	Church	Contact Info	Pastors	Ministries

**EFCSW's Foundational Beliefs (Affirmation of Faith)**

Please see page 5 of this document.

Evangelical Friends Church Southwest (EFCSW) operates in compliance with the provisions of all applicable federal and state nondiscrimination laws and regulations including, but not limited to, Titles VI and VII of the Civil Rights Act of 1964, the Age Discrimination in Employment Act of 1967, the Equal Pay Act, the Americans with Disabilities Act of 1990 and any applicable sections of the California Labor Code. These acts and/or sections prohibit discrimination, included but not limited to, the basis of the applicant's age, race, color, sex, religion, national or ethnic origin, and physical or mental disability.

However, as a private, Christ-oriented, bible-believing organization, EFCSW reserves the right to exercise preference on the basis of religion in all of its employment decisions. No questions on this application or in the hiring process are intended to secure information to be used for the purpose of discrimination on any prohibited grounds. The following information will assist in selecting employees who can contribute to the objectives and guidelines of EFCSW.

At Evangelical Friends Church Southwest we desire to have a distinctly Christ-focused atmosphere and influence. Ministry team members participate in leading attendees, visitors and other staff in these and other Christian activities. All staff is expected to live exemplary Christian lives before other staff and the congregation alike. In applying for a ministry staff or other position, you are subscribing to a high moral, ethical and spiritual lifestyle and give assurance that you will try to lead employees, staff and congregation members in both word and deed, to practical, real faith for themselves. Therefore, to help us better understand your beliefs and Christian experience, please answer the following questions in your own words, typed and double spaced on an additional sheet of paper(s).

Lastly, please find attached the FOUNDATIONAL BELIEFS (Affirmation of Faith) which outlines the spiritual beliefs of Evangelical Friends Church Southwest. All beliefs are listed and founded in God's Word, the Bible. We ask that you read and sign the attached copy of the FOUNDATIONAL BELIEFS (Affirmation of Faith) and include it with your returned application.

1. Summarize how you came to know Jesus Christ as both your Lord and Savior.
2. In what specific ways does your Christian faith affect your daily life?
3. Have you ever had a time of serious or extended spiritual stumbling in your life? What was it and how was it resolved?
4. Would you be willing to refrain from teaching or sharing beliefs that are not common to the doctrines held by Evangelical Friends Church Southwest?  

Circle one:      YES                      NO      If no, please share your reasons.
5. Specifically, what are your three greatest strengths of character? How are they displayed in your life? Specifically, what are your three greatest weaknesses of character? How have they been displayed in your life and what are you currently doing to overcome them?
6. Why do you want to serve at Evangelical Friends Church Southwest?
7. Is there anything else you want us to know about you in considering you for a position at EFCSW?

I certify that what I have shared about myself and my spiritual walk is both true and complete to the best of my knowledge.

I certify that I am in agreement with the EFCSW doctrinal statement of faith and that I support the standards of conduct listed. *If there are any disagreements, please check here  - and explain on an attached sheet of paper.*

I further understand that I am required to abide by all the rules, regulations, standards of conduct, and employment policies of EFCSW and that EFCSW retains the right in its sole discretion to change any of its rules, regulations, and standards of conduct or employment policies at any time, without prior notice or without my consent.

Lastly, I pledge myself to preserve the good name of Evangelical Friends Church Southwest, to preserve and protect its physical properties and possessions, and to cooperate with all members of the EFCSW community in maintaining a spirit of Christian fellowship and service.

Signature of Applicant \_\_\_\_\_ Date \_\_\_\_\_

# Evangelical Friends Church Southwest

## AN AFFIRMATION OF FAITH

*These biblical beliefs, briefly and simply stated, express our understanding of the Christian faith, which we hold in common with other believers*

We believe in the one and only God, who exists eternally in three persons — Father, Son, and Holy Spirit.

We believe that all humans, male and female, were created by God, in His image, to be loved and known by Him. We were made to glorify and enjoy God, but our relationship with Him and our very nature has been broken by sin, which has made us all subject to God's judgment.

We believe that all of our world, physical and spiritual, visible and invisible, was created by God. We believe our world is also broken by sin and remains in corruption and rebellion and in need of God's redemption.

We believe that God's gift of His Son is the only and all-sufficient way we can be saved from the guilt, power, and eternal consequences of our sin and restored to a full relationship with Him. We believe we receive this salvation only through our repentance and faith in the atoning death and bodily resurrection of Jesus Christ.

We believe that Jesus' sacrifice is sufficient for salvation because He is truly God's Son — fully human and fully divine. We believe Jesus' humanity and divinity are demonstrated through both his death and resurrection and his sinless and miraculous life.

We believe that the Holy Spirit will lead those who believe in the Lord Jesus into transformed lives. This radical and divinely empowered transformation happens as we come to see Jesus more clearly, know Him more intimately and follow Him more closely. This life is marked by increasing conformity to Christ's goodness and holiness, as we die to our sin and self-seeking. We believe this transformation is accomplished through obedience and self-denial by the believer, and empowerment and cleansing by the Holy Spirit.

We believe in one universal Church, which is made up of all who have been saved by faith in Jesus Christ and who seek to serve, love, and obey Him.

We believe that human history will come to an end when Jesus returns and this world is redeemed through the creation of a new heaven and new earth. We believe that all will be raised from the dead, the saved to eternal life with God, the lost to God's eternal condemnation.

We believe the Bible, the Old and New Testaments, is the inspired and authoritative written Word of God. We believe the Bible is entirely trustworthy in all that it teaches and reveals, that we are obligated to obey its teaching and that all of our doctrines and practices are subject to its authority.