

Foothills Church  
Employment Application



Applicant Information					
Last Name		First Name		M.I.	Date
Street Address				Apt #	
City		State		ZIP	
Phone		E-mail Address			
Date Available		SS #			
Date of Birth		Marital Status		Child	
Church					
Position Applied for					
Are you a citizen of the United States?		YES <input type="checkbox"/>	NO <input type="checkbox"/>	If no, are you	
				YES <input type="checkbox"/>	NO <input type="checkbox"/>
Have you ever worked for this company?		YES <input type="checkbox"/>	NO <input type="checkbox"/>	If so, when?	
Have you ever been convicted of a felony?		YES <input type="checkbox"/>	NO <input type="checkbox"/>	If yes, explain	

Education					
High School			Address		
From	To	Did you graduate?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	Degree
College			Address		
From	To	Did you graduate?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	Degree
Other			Address		
From	To	Did you graduate?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	Degree

References	
Please list three worker references.	
Full Name	Relation
Company	Phone ( )
Address	
Full Name	Relation
Company	Phone ( )
Address	
Full Name	Relation
Company	Phone ( )
Address	

Previous Employment		
Company		Phone ( )
Address		Supervisor
Job Title		
Responsibilities		
From	To	Reason for Leaving
May we contact your current supervisor for a reference? YES <input type="checkbox"/> NO <input type="checkbox"/>		
Company		Phone ( )
Address		Supervisor
Job Title		
Responsibilities		
From	To	Reason for Leaving
Company		Phone ( )
Address		Supervisor
Job Title		
Responsibilities		
From	To	Reason for Leaving

Summary of your salvation experience

Disclaimer and Signature
I certify that my answers are true and complete to the best of my knowledge. If this application leads to employment, I understand that false or misleading information in my application or interview may result in termination.
Signature _____ Date _____

## Application Agreement

Please review your answers and each of the following paragraphs carefully before initialing each paragraph and signing the statement below.

By my signature placed below, I affirm that the information provided in this employment application and related supplemental application is true and complete. \_\_\_\_\_

I understand that if employed, any false information or omissions shall be considered sufficient cause for dismissal without any obligation or liability to me other than for payment, at the rate agreed upon for services actually rendered. I agree to immediately notify Foothills Church if I should be convicted of a felony, or any crime involving dishonesty or a breach of trust while my job application is pending or during my period of employment, if hired. \_\_\_\_\_

I authorize the investigation of statements contained in this application and related supplemental applications. I also authorize Foothills Church to contact my past employers and listed references and other references that might know of my qualifications for employment and said employers or references are released from any and all liability which may result from furnishing such information. \_\_\_\_\_

I authorize any person, school, current employer (except as previously noted), past employer(s) and organizations who might know of my qualifications for employment to provide Foothills Church with relevant information and opinion that may be useful to Foothills Church in making a hiring decision, and I release such person and organizations from any legal liability in making such statements. \_\_\_\_\_

I understand that after a conditional job offer has been extended to me, but before I begin work, I may be given a drug test. My signature on this application gives consent for this drug test. \_\_\_\_\_

I understand and agree that, if hired, I may be required to submit to a drug/alcohol test if Foothills Church determines it has a reasonable suspicion that I am using or under the influence of drugs or alcohol. I also understand and agree that, if hired, I may be required to submit to a search of my personal property if Foothills Church determines it has a reasonable suspicion of theft or possession of drugs, alcohol, weapons, or stolen property while on the property of Foothills Church. \_\_\_\_\_

I understand that this application and related supplemental applications do not, by themselves, create a contract of employment. I understand and agree that if hired, MY EMPLOYMENT IS FOR NO DEFINITE PERIOD OF TIME, and may regardless of the date of payment of my wages or salary, BE TERMINATED AT ANY TIME. I understand that NO PERSON IS AUTHORIZED TO CHANGE ANY OF THE TERMS MENTIONED IN THIS APPLICATION AND RELATED SUPPLEMENTAL APPLICATION FORM. \_\_\_\_\_

This application and related supplemental application is only good for 12 months from date submitted. If employed, this application and related supplemental application will become part of my permanent file.

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Signature

Date

SIGNATURE IS REQUIRED TO COMPLETE APPLICATION AND/OR SUPPLEMENTAL APPLICATION

## Foothills Staff Statement of Ethics

Members of the Foothills Staff are expected to exhibit a Christ-centered, servant attitude in the way that they carry out their responsibilities.

1. Foothills Church Staff is required to be a partner of Foothills Church.
2. Foothills Church Staff is expected to give at least 10% to their church off of their gross income. Staff who are partners of Foothills Church are also expected to participate in all church wide financial campaigns.
3. Foothills Church Staff agree to Foothills Church's Statement of Faith and will refrain from advocating doctrines not included in the Statement of Faith in such a way as to cause dissension.
4. Foothills Church Staff will follow and respect the leadership of the church. Response time to phone calls and e-mails from co-workers should be fast and considerate.
5. Foothills Church Staff will exhibit a "whatever it takes" attitude in all tasks they are asked to undertake (Matthew 5:41).
6. Foothills Church Staff will make their own spiritual and professional growth a top priority.
7. Foothills Church Staff will exhibit integrity and represent the church appropriately at all times.
  - Although much care will be given on a personal level to restore the individual, sexual sins (such as fornication, adultery, improper use of Foothills Church's computers for pornographic material, etc.) may result in immediate termination of employment.
  - Other public sins (stealing, drunkenness, abuse of others, etc.) that reflect poorly on the cause of Christ and the reputation of this church will be dealt with severely and may result in immediate termination of employment.
  - Foothills Church Staff will abstain completely from using illegal drugs.
8. Foothills Church Staff will be "above reproach" in all areas of contact with the opposite sex. This includes:
  - Never meeting alone with the other sex behind a closed door without a window.
  - Married staff should not meet alone with a person of the opposite sex (not his/her spouse) in public.
  - Single staff should not meet (or ride in a car) with a married person of the opposite sex alone in public.
9. Foothills Church Staff value punctuality on all occasions.
10. Foothills Church Staff will exhibit a positive attitude at all times and will never talk negatively about other staff members or staff decisions to anyone on staff or in the church. Decisions can be discussed thoroughly in staff meetings, but will be supported publicly.
11. As many delicate and personal issues are addressed within a church setting, complete confidentiality is required for all staff meetings and staff conversations. However, you should never promise anyone who confides in you (when in your church capacity) that you will not share it with someone else on staff if it is appropriate.

I certify that the above Statement was explained to me and I fully understand and agree:

\_\_\_\_\_  
Staff Signature

\_\_\_\_\_  
Staff Name (Print)

\_\_\_\_\_  
Date