



St. James Episcopal Church

Employment Application – Parish Sexton

Personal Information

Full Name: _____

Address: _____

Phone: _____

Email: _____

Are you at least 18 years of age? ☐ Yes ☐ No

Are you legally authorized to work in the United States? ☐ Yes ☐ No

Have you ever been employed by St. James or the Episcopal Diocese of Florida?

☐ Yes ☐ No

If yes, when/where/title? _____

Position Information

Position Applying For: Parish Sexton

Date Available to Start: _____

Are you available to work a flexible 20-hour schedule? ☐ Yes ☐ No

Education

High School

School: _____

City/State: _____

Diploma/GED: ☐ Yes ☐ No

College / Trade School / Other

School: _____

Degree/Certificate: _____

Field of Study: _____

Employment Experience

Most Recent Employer

Employer: _____

Position: _____

Dates Employed: _____

Supervisor: _____

Phone: _____

Reason for Leaving:

Briefly describe your duties:

Previous Employer

Employer: _____

Position: _____

Dates Employed: _____

Supervisor: _____

Phone: _____

Reason for Leaving:

Briefly describe your duties:

Experience & Qualifications

Please describe any experience you have with:

Cleaning and custodial work

Building maintenance, repairs, or groundskeeping

Working independently and managing your own schedule

Why are you interested in serving as the Parish Sexton at St. James Episcopal Church?

References

Reference #1

Name: _____

Relationship: _____

Phone: _____

Email: _____

Reference #2

Name: _____

Relationship: _____

Phone: _____

Email: _____

Reference #3

Name: _____

Relationship: _____

Phone: _____

Email: _____

Applicant Certification

I certify that the information provided on this application is true and complete to the best of my knowledge. I understand that employment may be contingent upon successful completion of a background check and verification of the information provided.

Applicant Signature: _____

Date: _____