



1450 E. Vista Way
Vista, CA 92084
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APPLICATION FOR EMPLOYMENT

(PRE-EMPLOYMENT QUESTIONNAIRE | AN EQUAL OPPORTUNITY EMPLOYER)

DATE _____

PERSONAL INFORMATION

NAME _____

LAST

FIRST

MIDDLE

PRESENT
ADDRESS _____

STREET

CITY

STATE

ZIP

HOME PHONE # _____ CELL PHONE # _____

EMAIL ADDRESS _____

IF HIRED, CAN YOU PROVIDE PROOF THAT YOU ARE LEGALLY ENTITLED TO WORK IN THE
UNITED STATES? YES _____ NO _____

IF NOT, WHAT STEPS MUST BE TAKEN FOR YOU TO BEGIN EMPLOYMENT LAWFULLY?

EMPLOYMENT DESIRED

POSITION _____ DATE YOU CAN START _____

ARE YOU CURRENTLY EMPLOYED? YES _____ NO _____

IF SO, MAY WE CONTACT THEM? YES _____ NO _____

HAVE YOU EVER APPLIED TO THIS COMPANY BEFORE? YES_____NO_____WHEN?
(YEAR)_____

REFERRED BY_____

CHURCH

CURRENT CHURCH_____ARE YOU A MEMBER? YES_____NO_____

EDUCATION

EDUCATION	NAME LOCATION OF SCHOOL	# OF YEARS ATTENDED	DID YOU GRADUATE?
HIGH SCHOOL			
COLLEGE			
POST-COLLEGE			

*(THE AGE DISCRIMINATION IN EMPLOYMENT ACT OF 1987 PROHIBITS DISCRIMINATION ON THE
BASIS OF AGE WITH RESPECT TO INDIVIDUALS WHO ARE AT LEAST 40 YEARS OF AGE)*

FORMER EMPLOYERS

(LIST BELOW THE LAST FOUR EMPLOYERS, STARTING WITH THE LAST ONE FIRST)

DATE, MONTH, YEAR	NAME, ADDRESS, PHONE # OF EMPLOYER	POSITION	REASON FOR LEAVING
FROM TO			
FROM TO			
FROM TO			
FROM TO			

WHICH OF THESE JOBS DID YOU LIKE THE BEST?

WHAT DID YOU LIKE MOST ABOUT THIS JOB?

REFERENCES

(PLEASE GIVE THE NAMES OF THREE PERSONS NOT RELATED TO YOU, WHOM YOU HAVE KNOWN AT LEAST ONE YEAR)

NAME	PHONE NUMBER	ADDRESS	BUSINESS	YEARS KNOWN
1.				
2.				
3.				

IN CASE OF EMERGENCY

NAME

ADDRESS

PHONE

ALL INFORMATION IN THIS APPLICATION IS HELD STRICTLY CONFIDENTIAL BY THE GRACE STAFF & PERSONNEL COMMITTEE. ANSWERING YES TO ANY OF THE QUESTIONS MAY NOT NECESSARILY PRECLUDE YOUR INVOLVEMENT IN MINISTRY HERE AT GPC.

DO YOU USE ILLEGAL DRUGS?_____

HAVE YOU EVER BEEN HOSPITALIZED OR TREATED FOR ALCOHOL OR SUBSTANCE ABUSE?_____

HAVE YOU EVER BEEN ARRESTED FOR A CRIMINAL OFFENSE EXCLUDING MINOR TRAFFIC VIOLATIONS?_____

HAVE YOU EVER BEEN ACCUSED, ARRESTED, OR CONVICTED FOR ANY SEXUALLY RELATED CRIME?_____

HAVE YOU EVER BEEN ACCUSED, ARRESTED, OR CONVICTED FOR ANY ABUSE RELATED CRIME?_____

IF YOU ANSWERED YES TO ANY OF THE ABOVE QUESTIONS, PLEASE EXPLAIN:_____

BEARING THESE THINGS IN MIND, WOULD YOU BE WILLING TO SUBMIT TO A BACKGROUND CHECK?_____

"I CERTIFY THAT THE FACTS CONTAINED IN THIS APPLICATION ARE TRUE AND COMPLETE TO THE BEST OF MY KNOWLEDGE AND UNDERSTAND THAT, IF EMPLOYED, FALSIFIED STATEMENTS ON THIS APPLICATION SHALL BE GROUNDS FOR DISMISSAL.

I AUTHORIZE INVESTIGATION OF ALL STATEMENTS CONTAINED HEREIN AND THE REFERENCES LISTED ABOVE TO GIVE YOU ANY AND ALL INFORMATION CONCERNING MY PREVIOUS EMPLOYMENT AND PERTINENT INFORMATION THEY MAY HAVE, AND RELEASE ALL PARTIES FROM ALL LIABILITY FROM ANY DAMAGE THAT MAY RESULT FROM FURNISHING SAME TO YOU.

I UNDERSTAND AND AGREE THAT, IF HIRED, MY EMPLOYMENT IS FOR NO DEFINITE PERIOD AND MAY, REGARDLESS OF THE DATE OF PAYMENT OF MY WAGES AND SALARY, BE TERMINATED AT ANY TIME WITHOUT PRIOR NOTICE AND WITHOUT CAUSE."

SIGNATURE_____DATE_____

I understand that Grace Presbyterian Church is committed to providing equal opportunity in all employment practices, including but not limited to selection, hiring, promotion, transfer and compensation to all qualified applicants and employees without regard to age, race, color, national origin, sex, handicap or disability or any other category protected by Federal, State, or local law. As a religious organization, the Civil Rights Act of 1964 exempts Grace Presbyterian Church against religious discrimination in employment on the basis of religion. All applicants and employees are required to adhere to Grace Presbyterian Church's Statement of Faith to be eligible for hire and in the course of their duties and responsibilities as an employee of Grace Presbyterian Church.

I authorize former and present employers, and professional, work, and personal references listed in the application and any other individuals I may name, to give Grace Presbyterian Church or its designees any and all information concerning my previous employment and any pertinent information they may have, personal or otherwise, and release such parties from all liability for any damages that may result from furnishing such information to Grace Presbyterian Church. I also authorize Grace Presbyterian Church to provide truthful information concerning my employment with it to future employers, and I agree to hold it harmless for providing such information.

I understand that Grace Presbyterian Church reserves the right, to the extent permitted by law, to require drug and alcohol screening tests of an applicant or an employee either prior to employment or anytime during employment, and I hereby give my consent to any such tests. I consent to the release of the results of any such tests to Grace Presbyterian Church or its designees. I release Grace Presbyterian Church and its designees from any and all liability and damages, which may result or arise from any drug and alcohol screening tests or the provision of information in connection with such tests.

I understand that this employment application and any other documents are not promises of employment. Should I be employed, I understand that my employment will be on an "at-will" basis. I further understand that if I am employed, I may terminate my employment at any time, with or without advance notice and that Grace Presbyterian Church has a similar right. I understand that no manager, representative, or agent of Grace Presbyterian Church has any authority to enter into any agreement for employment for any specified period of time, or to make any agreement contrary to the foregoing. I agree to be bound by any additional employment standards as set forth in this application, the employee handbook, or agreed to between myself and Grace Presbyterian Church at the time of hire.

The information given by me on this application and during the interview process is true and complete in all respects, and all information requested in the application and hiring process will be provided on a timely basis. I agree that if the information is found to be false, misleading, or unsatisfactory in any respect (in

Grace Presbyterian Church's judgment), I will be disqualified from consideration for employment or subject to immediate dismissal if discovered after I am hired.

I acknowledge that Grace Presbyterian Church may obtain a criminal history background screening on me for use in connection with my application and, if I am hired, my employment with Grace Presbyterian Church. I also authorize Grace Presbyterian Church to obtain this information periodically while I am employed.

This application will be considered "active" for a maximum of one year. If you wish to be considered for employment after that time, you must reapply.

Do not sign until you have read and understood these statements.

SIGNATURE_____ **DATE**_____

Grace Presbyterian Church Statement of Faith

About God

We worship the one only living and true God, who is revealed in the Bible and who is the source of all life, glory, goodness and blessedness. God is infinite and eternal, creator of all things, who exists in three distinct persons – the Father, the Son, and the Holy Spirit.

About Jesus Christ

Jesus Christ is fully God and fully man. He is the eternal Son of God, who was born of a virgin to become human. He lived to teach men by His example how to live a sinless life. He was crucified as an atoning sacrifice for the sins of the world, died and was buried and arose from death to give us eternal life. He will return one day to judge the living and the dead and will establish God's kingdom on earth for all believers.

About the Holy Spirit

The Holy Spirit, who is the third person of the eternal God, is present in all believers to persuade us to repent our sins, and declare Jesus as Lord of our lives. He lives in us, and enables us to live more godly lives and to grow in spiritual maturity through obedience to the Word of God.

About the Bible

The Bible is God's uniquely revealed and written Word, inspired by the Holy Spirit, and is the church's first and final authority in all areas of faith and life.

About Worship

God – and God alone – is worthy of worship. We respond to God by consciously and intentionally seeking to declare, explore, celebrate and submit to God's righteous and gracious kingship over all creation and over every aspect of our individual and corporate life. God delights in our corporate worship and we are blessed by worshipping with fellow believers.

About the Church

The church is the living body of Christ on earth; Jesus is its head and the source of its life. Every believer is called to be a faithful and participating member of a local church. The church exists to celebrate the life of God, cultivate personal growth in Christ, care about one another in Christ, and communicate the gospel of Christ to the world.

About Human Beings

Human beings were created by God in God's own image – in true righteousness and holiness – to know, love and obey God. While there is inalienable glory and nobility to human beings because they are God's image bearers, all of us are marred by an attitude of disobedience toward God called "sin". The human will, originally free and righteous, is now crippled and defective. As a result, human beings are in bondage to sin and subject to God's holy judgment. Without God's grace and salvation, we are lost and condemned.

About Grace

God is a God of Love. In grace, God chooses to show love and mercy. When we were dead in trespass and sin, God made us alive with Christ, saving us by grace through faith, as a sheer gift of sovereign love.

About Faith

Faith is (a) accepting the message of salvation as true, and (b) trusting God to apply this salvation to us. Faith is "certain knowledge" and "wholehearted trust," that is created in us by the Holy Spirit and the Word of God. In faith alone, we are saved by grace.

About Eternal Life

Jesus Christ will return one day to judge the living and the dead and will establish God's kingdom on earth for all believers. When He returns, all believers will receive a new glorified body fit for eternal living. This is the hope of all believers. Those who have been reborn by the Spirit will live with and serve Him forever.

Signature: _____ Date: _____