

**Mail to:**  
**Gloria Dei Lutheran Church**  
**Human Resources**  
**1212 12<sup>th</sup> Ave NW**  
**Rochester, MN 55901**

**Fax: 507-281-9599**

# EMPLOYMENT APPLICATION

## Personal Information

<b>Full Legal Name:</b>	
<b>Date:</b>	<b>Date Available:</b>
<b>Current Address:</b>	<b>Are you legally authorized for employment in the United States:</b> <input type="checkbox"/> Yes <input type="checkbox"/> No
<b>City, State, Zip:</b>	<b>Social Security Number:</b>
<b>Phone:</b> (Home) (Work) (Cell)	<b>E-mail:</b>  <b>May we contact you at this e-mail?</b> <input type="checkbox"/> Yes <input type="checkbox"/> No
<b>Position Seeking:</b>	<b>Salary Desired:</b>
<input type="checkbox"/> Full-time <input type="checkbox"/> Part-time <input type="checkbox"/> Either	<b>Referred by:</b>
<b>Do you have any friends or relatives (not including spouse) working at Gloria Dei ? Please list:</b>	

## Education

	Highest Level of Education	Other Education or Internship Experience
<b>Name of School</b>		
<b>Address</b> <b>City, State, Zip</b>		
<b>Curriculum, Major</b> <b>or Area of Study</b>		
<b>Did you Graduate?</b> <b>Yes or No</b>		
<b>Other experiences, skills or qualifications you feel would relate to the position you are applying for:</b>		

## Employment History

The company will contact your current employer **ONLY** if you consent. The Company has the right to contact the other employers listed without any further notification from you.

May we contact your current employer? <input type="checkbox"/> Yes <input type="checkbox"/> No	Current or Most Recent Employer	Next Most Recent Employer	Third Most Recent Employer
<b>Employment Dates</b>	<b>From:      To:</b>	<b>From:      To:</b>	<b>From:      To:</b>
<b>Company Name</b>			
<b>Address</b>			
<b>City, State, Zip</b>			
<b>Country</b>			
<b>Phone</b>			
<b>Job Title</b>			
<b>Primary Duties</b>			
<b>Wage/Salary</b>			
<b>Reason for Leaving</b>			

**Please list other names while employed, if different from current name:**

## References

Give the names of three persons not related to you, whom you have known at least one year.

First Reference	Second Reference	Third Reference
<b>Name:</b>	<b>Name:</b>	<b>Name:</b>
<b>Address:</b>	<b>Address:</b>	<b>Address:</b>
<b>Phone:</b> <b>(Home)</b>  <b>(Work)</b>  <b>(Cell)</b>	<b>Phone:</b> <b>(Home)</b>  <b>(Work)</b>  <b>(Cell)</b>	<b>Phone:</b> <b>(Home)</b>  <b>(Work)</b>  <b>(Cell)</b>

### PLEASE ATTACH RESUME AND/OR PORTFOLIO

The facts included in this application for employment are true and complete. I understand that, if subsequent to employment any of such statements and/or answers are found to be false or that information is omitted, such false statements or omissions will be considered grounds for termination. I understand that my employment is subject to termination "at will" by either party.

**Signataure:** \_\_\_\_\_ **Date:** \_\_\_\_\_