



Messiah Lutheran Church

16725 Highview Ave. S.
Lakeville, Minnesota 55044

952-431-5959

Date Received: _____

Personal Information

Last Name	First Name	Middle Name	Today's Date
Street Address	City	State	Zip Code
Home Phone: (____) _____ - _____	Are you a United States Citizen or legally eligible to work in the U. S.? ____Yes ____No (if hired, you will be required to provide documentation that you are eligible to work in the U.S.)		
Work Phone: (____) _____ - _____			
Other: (____) _____ - _____			
Are you 18 or over? ____Yes ____No			
Title of Position Applying For			Date Available to Work
Have you been previously interviewed or employed by Messiah Lutheran Church? ____Yes ____No If Yes, list date(s) and job title(s):			
Are you able to perform the essential functions of the job you are applying for, with or without reasonable accommodation? ____Yes ____No			
Are you employed now?		If so, may we contact your present employer?	

Education

Name and Location	Dates Attended	# Years Completed	Major Area of Study	Degree/Diploma And Year
High School				
College				
Graduate School				
Technical or Certificate Programs				

Employment History

Please provide the following information for your previous three employers, beginning with the most recent: (Please attach an additional page if necessary, do not use "see attached resume".)

Employer:	Dates Employed:	Job Title:
Supervisor:	From _____ To _____	Hours Per Week:
Address:		
Telephone:	Job Duties:	
Last Salary or Hourly Rate: Hours Per Week:		
Reason for Leaving:		
May We Contact This Employer ____ Yes ____ No		

Employer:	Dates Employed:	Job Title:
Supervisor:	From _____ To _____	Hours Per Week:
Address:		
Telephone:	Job Duties:	
Last Salary or Hourly Rate: Hours Per Week:		
Reason for Leaving:		
May We Contact This Employer ____ Yes ____ No		

Employer:	Dates Employed:	Job Title:
Supervisor:	From _____ To _____	Hours Per Week:
Address:		
Telephone:	Job Duties:	
Last Salary or Hourly Rate: Hours Per Week:		
Reason for Leaving:		
May We Contact This Employer ____ Yes ____ No		

Describe your qualifications for the type of employment you are seeking: (Please include skills, special training, certificates, etc.)

Please list any special awards, honors, scholarships, or offices held.

Have you ever been convicted of a criminal offense (felony or misdemeanor, except for minor traffic violations), including convictions based on a plea of guilty or no contest? _____ Yes _____ No

If “yes” please explain, including the nature of the offense, date, court locations, and other information that would be helpful to us in considering your application.

References Please list names of supervisors, managers, or others who can comment directly on your abilities:				
Name	Address	Phone #	Relationship/Occupation	Years Known

Please indicate whether you hold the following valid driver's licenses: ____Yes ____No

Messiah Lutheran Church is an Equal Opportunity Employer. It is the policy of Messiah Lutheran Church not to discriminate in employment matters on the basis of race, color, age, marital status, national origin, sex, or disability.

Certification and Release

I certify that the facts set forth in this application for employment are true and complete to the best of my knowledge. I understand that if employed, false statements on this application shall be considered sufficient cause of dismissal. You are hereby authorized to make investigation of my personal references.

I hereby give Messiah Lutheran Church permission to contact my previous or current employers, references, schools, and others concerning the statements in this application, and I hereby release all parties involved from any liability as a result of such contact.

I understand that if offered a position with Messiah Lutheran Church, I may be required to submit to a criminal background check as a condition of employment. I understand that unsatisfactory results from, refusal to cooperate with, or any attempt to effect the results of these pre-employment tests will result in withdrawal of an employment offer or, if already employed, termination of employment.

BY SIGNING BELOW I ACKNOWLEDGE THAT I HAVE READ, UNDERSTOOD, AND AGREE TO THE ABOVE STATEMENTS.

Signature of Applicant

Date