

**RIVERMONT EPC PRESCHOOL**  
 Employment Application and Personal Information Form



**APPLICANT INFORMATION**

Legal Name

*Last Name*                      *First Name*                      *Middle Name*                      *Maiden Name*

Marital Status                      Married     Single     Divorced     Widowed     Separated

Names/Ages of Children                      Gender    Male     Female

Address                      Apt/Unit#

City                      State                      ZIP

Date of Birth                      Social Security Number

Home Phone                      Work Phone

Cell Phone                      E-mail Address

Will you allow a background, employment history, and/or reference check to be processed?  
 Yes     No

**EDUCATION/EMPLOYMENT HISTORY/SKILLS**

Last year of schooling completed

Degrees Earned

Awards, Honors Achieved

Employer                      Position Held

Dates Employed                      Contact Information

Employer                      Position Held

Dates Employed                      Contact Information

Employer                      Position Held

Dates Employed                      Contact Information

Have you ever been terminated from any job, asked to resign or left employment involuntarily?  
 Yes     No     If yes please list details.

List any professional licenses, certifications, experience, skills or other qualifications, which you believe should be considered in evaluating your qualifications for employment.

Have you ever been convicted, been sentenced, been placed on probation, entered a guilty plea, or been the subject of a deferred adjudication or disposition for violating any civil or criminal laws other than minor traffic offenses? Yes  No  If yes please list details. (A positive response will not automatically bar you from employment. Please indicate the nature of the offense charged and the relevant dates.)

**HOME CHURCH**

*Please list the complete name of your home church along with the Pastor's name and contact information.*

Church

Pastor's Name

Phone ( )

Email

Address

**REFERENCES**

*Please list three character references that we may contact who are not related to you.*

Full Name

Relationship

Phone ( )

Email

Address

Full Name

Relationship

Phone ( )

Email

Address

Full Name

Relationship

Phone ( )

Email

Address

**PERSONAL TESTIMONY**

Please briefly tell us about your spiritual journey.

**EMERGENCY CONTACT INFORMATION**

*Please list two individuals we are to contact in the event of an emergency.*

Full Name	Relationship
Phone ( )	Email
Address	
Full Name	Relationship
Phone ( )	Email
Address	

**OTHER INFORMATION**

Please list any other personal information REPC should be aware of.

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**ACKNOWLEDGEMENTS AND SIGNATURES**

I am legally eligible to work in the United States and can provide proof of eligibility upon offer of employment. I authorize and consent for release of personal information as an applicant and/or employee that Rivermont Evangelical Presbyterian Church may now or at any time conduct investigations whether the records are of a public, private or confidential nature. These investigations might include, but are not limited to, driving records, educational reference, personal reference, name verification, social security verification, county civil court records, county felony criminal history, county misdemeanor or criminal history, federal civil court records and criminal history (statewide, federal or extended).

I authorize any references or employers listed in this application to give Rivermont EPC any information (including opinions) that they may have regarding my character and fitness for employment. I hereby release an individual, employer, reference or any other person or organization, including record custodians, both collectively and individually, from any and all liability for damages of whatever kind or nature which may at any time result to me, my heirs or my family, on account of compliance or any attempts to comply with this authorization. I understand that these searches will be used to determine employment eligibility for Rivermont EPC. Therefore, I authorize and consent for full release of records to the authorized representatives of the church. In addition, I release and discharge Rivermont Evangelical Presbyterian Church and its agents and associates to the full extent permitted by law from any claims, damages, losses, liabilities, expenses or any other charges or complaints filed with any agency arising from retrieving and reporting this information.

I waive any right that I may have to inspect any information provided about me by any person or organization identified by me in this application. I may invoke my right to inspect any information provided about me by any consumer reporting agency. The information contained in this application is correct to the best of my knowledge. I understand and agree that any misrepresentation by me on this application will be sufficient cause for cancellation of this application and/or separation from the employer's service if I have been hired.

**I have read this document and the Teacher Job Description. By signing here, I verify that I understand and agree to all of the content of both documents. I certify that all the information I have given on this form is accurate and true to the best of my knowledge.**

Signature	Date
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