



APPLICATION FOR EMPLOYMENT

Precept Ministries International is an *Equal Opportunity Employer* and considers applicants for all positions without regard to race, color, religion, creed, gender, national origin, age, marital, veteran or any other legally protected status.

Position Applying For			Application Date	
Last Name	First Name, MI	Email Address	Are you at least 18 years of age? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Address		City	State	Zip
Home Phone		Can you provide Precept Ministries International with either proof of United States citizenship or authorization to work in the United States? <input type="checkbox"/> Yes <input type="checkbox"/> No		
Other than traffic offenses, have you ever been convicted of a crime? <input type="checkbox"/> Yes <input type="checkbox"/> No		If yes, list dates, offenses and disposition. (Convictions are not automatic disqualification for employment.)		
Have you ever been employed by Precept Ministries International? <input type="checkbox"/> Yes <input type="checkbox"/> No				
If yes:	Department:	Date Left:	Reason for Leaving:	

Are you interested in working full time or part time ?

What hours and days can you work and when are you available to begin?

Please list any foreign languages which you speak/understand _____.

	Name and Address	Course of Study	Diploma, Degree or Certificate?		Years Completed	Date Graduated
			Yes/No	Type		
High School						
College						
Post Graduate						
Technical/Other						

I am proficient with the following software: _____.

Typing Speed: _____ wpm Driver's License Number (Only required for positions which require driving):
 CDL Yes No List Endorsements: _____.

Please indicate how you learned of this position: Newspaper Ad Walk-in Internet Site
 Employee Referral Friend Employment Agency Job Line Other

Please list any volunteer work, specialized training, apprenticeships or other skills that you have received.

Employment Experience

Start with your present or most recent job. Include any military service assignments and volunteer activities. Attach additional sheets, if necessary. You may include a resume with additional information.

Current or Most Recent Position

May we contact your current employer? Yes No

Employer	Dates Employed		Your Title
Address	From	To	Your Supervisor
	Salary Information		# Hours per Week
Phone	Starting	Final	
Work Performed:			
Reason For Leaving:			

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Address	From	To	Your Supervisor
	Salary Information		# Hours per Week
Phone	Starting	Final	
Work Performed:			
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Phone	Starting	Final	
Work Performed:			
Reason For Leaving:			

Personal References

Name	Name	Name
Address	Address	Address
Phone	Phone	Phone

Additional Information

Why do you want to work at Precept Ministries International and what do you know about Precept Ministries International and its activities?

Please list any friends or relative who currently work at Precept Ministries International.

I certify that all information given on this application is correct. I understand that any falsification, misrepresentation or willful omissions may constitute grounds for termination. I understand Precept Ministries International will obtain information from others concerning this application. I release Precept Ministries International and any other person providing information concerning me, from any liability or any claim of any kind related to any inquiry or response to any inquiry concerning this application or my prior education, work experience and performance.

Signature: _____ Date: _____