

# Application for Employment

# Riverland Hills Baptist Church

201 Lake Murray Blvd. ♦ Irmo, South Carolina 29063

Date:	Last Name:	Middle Initial:	First Name:
Phone:	Permanent Street Address:		
Apartment #:	City:	State:	Zip Code:

Are you authorized to work in the United States?  Yes  No

Have you ever used or been known by any aliases or other names?  Yes  No  
If Yes, please give other aliases or names.

How were you referred to Riverland Hills Baptist Church?	Are you 18 years of age or older? <input type="checkbox"/> Yes <input type="checkbox"/> No
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Have you ever been employed by Riverland Hills Baptist Church?  Yes  No  
If Yes, please list dates of employment and position title:

Type of Position You Are Seeking:  Ministerial  Regular Full Time Support Staff  Part Time  
 Temporary  Intern  Preschool, children or youth work – Complete attached

Position Desired:	Salary Desired:	Date Available to Begin Work:
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Have you ever been convicted of a felony?  Yes  No  
*(Riverland Hills Baptist Church conducts criminal background investigations on all persons who are offered employment – misrepresentation of facts will result in a withdrawal of any conditional offer of employment)*

## SPIRITUAL

Are you a born-again Christian? <input type="checkbox"/> Yes <input type="checkbox"/> No	Are you a member of a church? <input type="checkbox"/> Yes <input type="checkbox"/> No
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If yes, please give name and address of church.

What Spiritual Gift(s) do you believe God has given you?

What is your Spiritual preparation for the job you are seeking?

## EDUCATION

Type of School	Name of School	Location	Major	Highest Level Completed	Type of Degree
High School					
College or University					
College or University					
Seminary					
Technical or Business					
Other					

**EXPERIENCE**

*Start with your most recent employment. You may attach a detailed resume to provide additional job information, but please ensure that you complete the data asked for in this Application for Employment.*

Dates of Employment		Employer's Name and Address:	
From	To	Essential Duties:	
Supervisor's Name and Phone Number:			
May we contact your Supervisor? <input type="checkbox"/> Yes <input type="checkbox"/> No		Reason for leaving:	Starting salary:  Ending salary:
Dates of Employment		Employer's Name and Address:	
From	To	Essential Duties:	
Supervisor's Name and Phone Number:			
May we contact your Supervisor? <input type="checkbox"/> Yes <input type="checkbox"/> No		Reason for leaving:	Starting salary:  Ending salary:
Dates of Employment		Employer's Name and Address:	
From	To	Essential Duties:	
Supervisor's Name and Phone Number:			
May we contact your Supervisor? <input type="checkbox"/> Yes <input type="checkbox"/> No		Reason for leaving:	Starting salary:  Ending salary:

**COMPUTER AND GENERAL OFFICE SKILLS**

MS Office  Presentation/Publication Software  Shelby/Financial Software  Other

List all office equipment that you operate efficiently:

**REFERENCES**

*Please include individuals who are familiar with your Spiritual and professional character and your technical abilities.*

Name	Contact Address	Phone Number(s)

Release of Liability

By my signature below:

*I hereby certify that the information presented in this application is true, correct and complete to the best of my knowledge. I understand that any false statements or misrepresentations made by me on this application, or any supplement thereto, will be sufficient for rejection of this application, retraction of an offer of employment or discharge after employment.*

*I acknowledge that this application does not constitute a contract of employment.*

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**Application for  
Employment –  
Addendum for  
Preschool,  
Children and  
Youth Workers  
and Schools**

**Riverland Hills Baptist Church**

201 Lake Murray Blvd. ♦ Irmo, South Carolina 29063

**Notice to applicants: It is a misdemeanor criminal offense to apply for employment to work with minors if you have been convicted of any of the following crimes as defined in the Code of Laws of South Carolina: A crime listed on Chapter 3 of Title 16, Offenses Against the Person; A crime listed in Chapter 15 of Title 16, Offenses classified in Section 16-1-10(A); The offenses enumerated in Section 16-1-10(D); or any similar criminal offense committed in another jurisdiction or under Federal Law. Conviction will lead to a fine of not more than \$5,000, imprisonment for not more than one year or both.**

Date:	Last Name:	Middle Initial:	First Name:
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Have you ever been discharged while working with minors?  Yes  No  
 If yes, was the work with: (check all that apply)  Preschoolers  Children  Youth?  
 Have you ever been asked to stop working with a minor(s)?  Yes  No

If Yes to either or both of the questions above, please explain

**CHURCH WORK HISTORY**

Name of church where you hold membership:

Denomination:	Church's Address:
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Member From	To	Check all that apply. Did you work with <input type="checkbox"/> Preschoolers <input type="checkbox"/> Children <input type="checkbox"/> Youth? Were you <input type="checkbox"/> A volunteer <input type="checkbox"/> A paid worker
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Please describe the type of work that you performed with preschoolers, children and/or youth.	Pastor's Name and Phone Number:
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Prior church where you held membership:

Denomination:	Church's Address:
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Member From	To	Check all that apply. Did you work with <input type="checkbox"/> Preschoolers <input type="checkbox"/> Children <input type="checkbox"/> Youth? Were you <input type="checkbox"/> A volunteer <input type="checkbox"/> A paid worker
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Please describe the type of work that you performed with preschoolers, children and/or youth.	Pastor's Name and Phone Number:
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Prior church where you held membership:

Denomination:	Church's Address:
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Member From	To	Check all that apply. Did you work with <input type="checkbox"/> Preschoolers <input type="checkbox"/> Children <input type="checkbox"/> Youth? Were you <input type="checkbox"/> A volunteer <input type="checkbox"/> A paid worker
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Please describe the type of work that you performed with preschoolers, children and/or youth.	Pastor's Name and Phone Number:
---	---------------------------------

Prior church where you held membership:		
Denomination:		Church's Address:
Member From	To	Check all that apply. Did you work with <input type="checkbox"/> Preschoolers <input type="checkbox"/> Children <input type="checkbox"/> Youth? Were you <input type="checkbox"/> A volunteer <input type="checkbox"/> A paid worker
Please describe the type of work that you performed with preschoolers, children and/or youth.		Pastor's Name and Phone Number:

Prior church where you held membership:		
Denomination:		Church's Address:
Member From	To	Check all that apply. Did you work with <input type="checkbox"/> Preschoolers <input type="checkbox"/> Children <input type="checkbox"/> Youth? Were you <input type="checkbox"/> A volunteer <input type="checkbox"/> A paid worker
Please describe the type of work that you performed with preschoolers, children or youth.		Pastor's Name and Phone Number:

Prior church where you held membership:		
Denomination:		Church's Address:
Member From	To	Check all that apply. Did you work with <input type="checkbox"/> Preschoolers <input type="checkbox"/> Children <input type="checkbox"/> Youth? Were you <input type="checkbox"/> A volunteer <input type="checkbox"/> A paid worker
Please describe the type of work that you performed with preschoolers, children or youth:		Pastor's Name and Phone Number:

**RESIDENTIAL HISTORY**

Please list all prior addresses and dates of residence for the past five (5) years.

From (month/yr)	To	Street Address	City	State	Zip
From (month/yr)	To	Street Address	City	State	Zip
From (month/yr)	To	Street Address	City	State	Zip
From (month/yr)	To	Street Address	City	State	Zip
From (month/yr)	To	Street Address	City	State	Zip

I hereby state that the information stated herein is accurate to the best of my knowledge. This addendum must accompany a completed Application for Employment.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date