

CALVARY CHRISTIAN CENTER

APPLICATION FOR EMPLOYMENT

Calvary Christian Center (CCC)
 811 Jefferson Road
 Greensboro, NC 27410
 PO Box 2171
 Phone (336) 852-3100

CCC is an equal opportunity employer, dedicated to a policy of non-discrimination in employment on any basis including race, creed, color, age, sex, or national origin. CCC is a drug-free workplace.

INSTRUCTIONS: Read all items thoroughly before completing. Please type or print legibly.

PERSONAL INFORMATION

Date:

Name:

Last	First	Middle	Social Security Number
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Present/Permanent Address:

Street	City	State	Zip
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List your last three addresses in order of most recent to last:

Street	City	State	Zip
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1.

2.

3.

Telephone Number:

Pager Number:

FAX Number:

Name of any relative, other than spouse, already employed by CCC:

Full Name:

Location and Department Worked In:

Referred By:

POSITION APPLIED FOR:

Date You

Salary

Position

Can Start:

Desired

Are you employed now?

May we inquire with your present employer?

Have you applied to CCC before?

Where?

When?

EDUCATION

Name and location of school

Circle

Last year

Completed

Did You

graduate?

Subjects studied

degree(s) received

Grammar School		1	2	3	4		
High School		1	2	3	4		
College		1	2	3	4		
Graduate, technical, trade, business, or correspondence school		1	2	3	4		

List any special training related to the position you are applying for:

Extra curricular Activities (Civic, athletic, etc.):

EXCLUDE ORGANIZATIONS, THE NAME OR CHARACTER OF WHICH INDICATES THE RACE, CREED, COLOR, OR NATIONAL ORIGIN OF ITS MEMBERS.

REFERENCES: Provide the names of three persons not related to you, whom you have known for at least one year.

Name	Address	Telephone Number	Type of Business	Years Known
1				
2				
3				

CONTINUED ON OTHER SIDE

FORMER EMPLOYERS List below your last four employers, starting with the most recent one first.

Date: Month and Year	Name, address, and telephone number of former employers.	Annual or hourly pay	Salaried position?	Reason for leaving
From To				
From To				
From To				
From To				

In case of emergency notify Name Address Telephone Number

Have You been informed of all tasks required to perform this job? Can you perform these tasks?

Can you perform these tasks with or without reasonable accommodation?

Statement of Understanding

I understand that, if employed, my employment shall be at the will of the CCC and may be terminated at any time, with or without notice, either by myself or CCC, and with or without cause. I understand that no CCC policy, guideline, employee handbook, manual or any writing shall create any binding on the part of the Church. I authorize investigation of all statements contained on this application. I understand that misrepresentation or omission of facts called for is cause for dismissal. Further, I understand that my employment is for no definite period and may, regardless of the date of payment of my wages or salary, be terminated at any time without any previous notice. I understand that my employment is contingent upon passing a pre-employment drug test, and that I may, during my employment with the company, be required to undergo random drug testing. I understand that refusal to take a drug test and/or positive results are grounds for dismissal. As a condition of employment, the employee and the Company agree that any claims or causes of actions arising out of the employment relationship or the termination thereof shall be submitted to binding arbitration under the terms of the North Carolina Uniform Arbitration Act

Date: _____ **Signature:** _____

DO NOT WRITE BELOW THIS LINE

Interviewed By: _____ Date: _____

Remarks: _____

Neatness		Character	
Personality		Ability	

PRE-EMPLOYMENT SCREEN

Drug Test:	Satisfactory	Unsatisfactory	Problem	Retest	Satisfactory	Reject
Item	Results	Satisfactory	Unsatisfactory	Comments		
References-Employment.						
References-Personal						
Education.						
Criminal Records Check						
Dept of Motor Vehicles						
Credit Report						
Hired		For Dept		Position	Report Date	Salary