

Paradise Alliance Church Application for Employment

This form is to be completed by any applicant for a paid position with Paradise Alliance Church. We recognize that this form is extensive, but ask for your help in completing the form in its entirety. Your responses will be maintained confidential, although there may be circumstances where such information may be provided on a “need to know” basis to individuals working with our ministry and to other individuals in order to evaluate your application and/or to comply with applicable legal requirements.

PERSONAL DATA *(please print)*

Last Name		First Name		Middle Name	
Street Address			City	State	Zip
Daytime Phone	Evening Phone	Email Address		Social Security Number	
Position(s) applying for:				Date of Application	

SPIRITUAL HISTORY

Do you regularly attend Paradise Alliance Church (2 or more services a month)? *Yes No*

Do you regularly attend elsewhere? Name of church: _____ *Yes No*

Have you been baptized? *Yes No*

In a brief paragraph, please outline your spiritual journey, including when you received Christ as Savior.

EDUCATIONAL EXPERIENCE/DEGREES/CREDENTIALS

Institution	Degree/Credential	Began MO/YR	Completed MO/YR

WORK EXPERIENCE

Title	Responsibilities	Location	Dates

PAST MINISTRY INVOLVEMENT *Check all categories that apply.*

<input type="checkbox"/> Nursery/Toddlers (0-2 yrs.)	<input type="checkbox"/> Teaching	<input type="checkbox"/> Sunday School
<input type="checkbox"/> Preschool (3&4 yrs.)	<input type="checkbox"/> Teacher Assistant	<input type="checkbox"/> Awana
<input type="checkbox"/> TK & Kindergarten	<input type="checkbox"/> Administration	<input type="checkbox"/> Children's Church
<input type="checkbox"/> Primary	<input type="checkbox"/> Music	<input type="checkbox"/> Summer Programs
<input type="checkbox"/> Middle School	<input type="checkbox"/> Special Needs	<input type="checkbox"/> Harvest Festival
<input type="checkbox"/> High School	<input type="checkbox"/> Arts & Crafts	<input type="checkbox"/> Games/Activities
<input type="checkbox"/> College		<input type="checkbox"/> Other _____
<input type="checkbox"/> Adult		
<input type="checkbox"/> Senior Adult		

REFERENCES (minimum of 3):

These references should exclude relatives and include at least one reference from outside the church.

Name	Title	Address	Phone

The following information is required for your application to be considered. Your answers will not necessarily disqualify you from consideration, except for affirmative responses to certain enumerated sex and/or drug convictions and/or convictions for committing serious and/or violent felonies.

EXPLAIN ALL "YES" ANSWERS BELOW OR IF NECESSARY ON A SEPARATE PIECE OF PAPER TO BE ATTACHED.

Yes	No	Have you resigned from or otherwise left public or private employment to avoid investigation for alleged misconduct and/or dismissal in California or any other state or place?
Yes	No	Have you ever been dismissed or not reemployed in any probationary or permanent position?
Yes	No	Have you ever pleaded guilty or been convicted of any crime or entered a plea of nolo contendere (no contest)? (State law requires that all applicants prior to employment be fingerprinted and prohibits employment of any person convicted of certain sex, narcotic offenses and violent crimes.)
Yes	No	Have you ever been convicted of any felony or misdemeanor offense, other than a minor traffic violation that did not result in suspension or revocation of your driver's license (convictions including a plea of guilty, nolo contendere (no contest) and/or a finding of guilty by a judge or a jury?
Yes	No	Do you now have charges pending against you which have not been adjudicated?

Are you able to perform the essential job functions which may or may not require reasonable accommodation?

Yes	No
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Please include additional information you think important to add to this application:

APPLICANT’S STATEMENT

The responses I have provided in completing this application form are complete, truthful and accurate. In consideration of the receipt and evaluation of this application form by Paradise Alliance Church, I hereby release the Church and The Christian and Missionary Alliance and their directors, employees, agents, representatives, and any other person or organization, including record custodians, that may release information concerning me, 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 family on account of inquiries concerning my background and any disclosures of information concerning me to the Church of The Christian and Missionary Alliance. 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 HAVE CAREFULLY READ THE FOREGOING RELEASE AND KNOW THE CONTENTS OF IT, AND I SIGN THIS RELEASE AS MY OWN FREE AND VOLUNTARY ACT.

I understand that my employment with Paradise Alliance Church shall be at-will and, as such, I am free to resign at any time with or without reason. Paradise Alliance Church, likewise, retains the right to terminate an employee’s employment at any time with or without reason.

I affirm that I will strictly comply with all policies and procedures of Paradise Alliance Church and The Christian and Missionary Alliance. If at any time I find that for any reason I am unable to support the policies, procedures, or doctrine of this church or the Christian and Missionary Alliance, I will resign my position. I understand and agree that failure by me to abide by such policies and procedures may result in my immediate dismissal, or disciplinary action, all in the discretion of Paradise Alliance Church. I will report any known or suspected child abuse or other violation of policy to: the Senior Pastor, a member of church staff, an Elder or the Children’s Ministry Director.

Pursuant to the Immigration and Reform Act of 1986, I understand that an offer of employment made to me will be conditional on my ability to provide evidence of my legal right to work in the United States.

I understand that falsification of information in this application and supporting materials is grounds for discipline including dismissal and/or termination of employment.

I hereby certify that the foregoing information is accurate in all respects, and I authorize investigation of all statements herein recorded. All listed references and previous employers may be contacted. I release from all liability persons and organizations reporting information required by this application.

Signature of Applicant:	Date:
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Permission to Obtain a Background Check

(This form authorizes the church to obtain background information and must be completed by the applicant.
The church must keep this completed form on file for at least two years after requesting a background check.)

I, the undersigned applicant (also known as "consumer"), authorize _____ through its independent contractor, LexisNexis, to procure background information (also known as a "consumer report and/or investigative consumer report") about me. This report may include my driving history, including any traffic citations; a social security number verification; present and former addresses; criminal and civil history/records; and the state sex offender records.

I understand that I am entitled to a complete copy of any background information report of which I am the subject upon my request to _____, if such is made within a reasonable time from the date it was produced. I also understand that I may receive a written summary of my rights under the Fair Credit Reporting Act.

Signature: _____ Date: _____

Identifying Information for Background Information Agency (also known as "Consumer Reporting Agency")

Please Print Neatly

Print Name: _____
First Middle Last

Other Names Used (alias, maiden, nickname): _____

Current Address: _____
Street / P. O. Box City State Zip Code County Dates

Former Address: _____
Street / P. O. Box City State Zip Code County Dates

Social Security Number: _____ Daytime Telephone Number: _____

Driver's License Number: _____ State of Issuance: _____ Date of Birth: _____ Gender _____

Paradise Alliance Church ♦ 6491 Clark Road ♦ Paradise, CA 95969 ♦ (530) 877-7069