



The Church of  
**St. Mary**

420 Irving Street, Alexandria, MN 56308 | 320-763-5781

## Application for Employment

### Personal Information

Name:

Last

First

Middle

Address:

Street

City

State

Zip

Phone:

Other Phone:

Email:

Position applying for:

How did you hear about this position:

Website

Social media

Bulletin

Email Blast

Friends/family

Pastor

Other

Date available for work:

Have you submitted an application with us before?

Yes

No

If **yes**, give dates:

What is your desired salary range or hour rate of pay?

\$

per

Have you ever been employed with the parish?

Yes

No

If **yes**, give dates:

Type of employment desired: (check all that apply)

Full-time

Seasonal

Days

Part-time

Temporary

Evenings

Weekends

Any/flexible

From

To

Are you legally eligible for employment in the United States?

Yes

No

Specific days of week and times available for work:

Will you travel if job requires it?

Yes

No

Will you work overtime if required?

Yes

No

If **no**, please explain:

Are you 18 years of age or older?

Yes

No

## Skills and Qualifications

Summarize any special training, skills, computer/software skills, licenses and/or certificates related to this position.

In your opinion, what makes you a good candidate for this position(s)?

**Please attach a resume with your work history and educational background.**

### IMPORTANT, PLEASE READ AND SIGN

I understand that failure to reveal any prior employer, or giving false or misleading information by me on any part of this Application for Employment can result in disqualification for employment consideration or, if hired, may be grounds for termination from the company or its' subsidiaries. I understand that if I am hired, my employment is for no definite time and may be terminated at any time without prior notice.

Signature \_\_\_\_\_

Do not write below this line \_\_\_\_\_

### For Internal Use Only

#### RESULTS

Employed: YES [ ] NO [ ]

If Yes, Job Title: \_\_\_\_\_

Department: \_\_\_\_\_

Date beginning employment \_\_\_\_\_

Compensation \$ \_\_\_\_\_ per \_\_\_\_\_

Interviewed by: \_\_\_\_\_

Date: \_\_\_\_\_