

The Catholic Churches of

St. Mary, Upsala St. Edward, Elmdale St. Francis of Assisi, Freeport

Pastor: Rev. David Grundman

PO Box 249 Upsala, MN 56384

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**APPLICATION FOR EMPLOYMENT**

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

**Personal Information:**

Name (Last, First, Middle)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_City\_\_\_\_\_\_\_\_\_\_\_\_\_State\_\_\_\_\_Zip\_\_\_\_\_\_\_

Telephone Number\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Email Address\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Position Applying For\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

How did you hear about this position\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Referred to position by\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date Available for work\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

What is your desired salary or hourly rate of pay?\_$\_\_\_\_\_\_\_\_\_\_\_Per\_\_\_\_\_\_\_\_\_\_

Type of employment desired \_\_\_\_\_\_\_Full time\_\_\_\_\_\_\_\_\_\_\_\_Part-time\_\_\_\_\_\_\_\_\_\_\_Weekends

\_\_\_\_\_\_\_Seasonal\_\_\_\_\_\_\_\_Temporary\_\_\_\_\_\_\_\_\_Any/Flexible\_\_\_\_\_\_\_\_Days\_\_\_\_\_\_\_Evenings

Specific days of the week and times available for work\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Are you 18 years of age or older?\_\_\_\_\_\_\_\_\_\_\_\_\_

Have you submitted and application with the Parish before?\_\_\_\_\_\_\_\_\_If yes, dates\_\_\_\_\_\_\_\_\_

Have you ever been employed with the Parish?\_\_\_\_\_\_\_\_\_\_\_\_If yes, dates\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Are you legally eligible for employment in the United States?\_\_\_\_\_\_\_\_\_\_\_

Will you travel if the job requires it? \_\_\_\_\_\_\_\_\_Will you work overtime if required?\_\_\_\_\_\_\_\_\_

**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.

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

**Do not write below this line**

**RESULTS**

Employed: YES [ ] NO [ ]

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

Date beginning Employment \_\_\_\_\_\_\_\_\_Compensation $\_\_\_\_\_ per\_\_\_\_\_

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