

4108 Morsay Drive
Rockford, IL 61107

Application For Employment

(Please print answers to all questions & use a black pen)

Today's Date _____ / _____ / _____

Position Desired _____

Type of employment desired Full-Time ☐ Part-Time ☐

Name: _____

 Last First Middle Maiden

Address: _____

Street	City	State	Zip Code
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Telephone Numbers/:

Email Address:	Home	Cell	E-mail
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Are you eligible for employment in the USA? Yes ☐ No ☐ (If yes, verification will be required).

Social Security Number _____ - _____ - _____ Date of Birth ____/____/____

Drivers License: _____

Number	State	Exp. Date of License
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Have you ever been convicted of a crime? Yes ☐ No ☐
(Conviction will not necessarily disqualify you from employment.)

If yes, explain number of conviction(s), nature of offense(s) leading to conviction(s), how recently such offense(s) was/were committed, sentence(s), and type(s) of rehabilitation:

Do you have any relatives or family members currently employed at The Pregnancy Care Center? ☐ Yes ☐ No

(If yes, please indicate name and nature of the relationship.) _____

Can you with or without reasonable accommodation perform the essential functions of the job? ☐ Yes ☐ No

Education:

High School: Number of years completed (*circle one*) 1 2 3 4 Diploma: ___Yes ___No
or G.E.D.: ___Yes ___No

Name of School: _____

College and/or Vocational School: Number of years completed (*circle one*) 1 2 3 4 5 6 7

Name of School(s): (1) _____ (2) _____

(3) _____ (4) _____

Areas of Study: (1) _____ (2) _____ (3) _____

Degrees Earned (Date): _____

Employment History:

List most recent employment first. May we contact your present employer? ___Yes ___No

Employer: _____ Date of employment: From _____ To _____

Address: _____ Phone Number: _____

Title: _____ Position/Duties: _____

Salary: _____ Supervisor's Name: _____

Reason for Leaving: _____

Employer: _____ Date of employment: From _____ To _____

Address: _____ Phone Number: _____

Title: _____ Position/Duties: _____

Salary: _____ Supervisor's Name: _____

Reason for Leaving: _____

Employer: _____ Date of employment: From _____ To _____

Address: _____ Phone Number: _____

Title: _____ Position/Duties: _____

Salary: _____ Supervisor's Name: _____

Reason for Leaving: _____

Additional Information:

1. What is your reason for seeking employment here? _____

2. What special skills, talents, gifts or personality traits would you bring to this ministry?

3. This organization is a pro-life, faith-based ministry. We believe that our faith in Jesus Christ empowers us, enables us, and motivates us to provide help and hope to those facing unplanned pregnancy in this community. Please write a brief statement about how your faith would affect your work if hired.

References:

Please provide at least two employment references and at least two personal references (*including your pastor*):

Name: _____ Years Acquainted: _____ Relationship: _____

Address: _____ Phone Number: _____

Name: _____ Years Acquainted: _____ Relationship: _____

Address: _____ Phone Number: _____

Name: _____ Years Acquainted: _____ Relationship: _____

Address: _____ Phone Number: _____

Name: _____ Years Acquainted: _____ Relationship: _____

Address: _____ Phone Number: _____

APPLICANT'S CERTIFICATION AND AGREEMENT

I certify that the facts set forth in this employment application are true and complete to the best of my knowledge, and I authorize my prospective employer to verify their accuracy and to obtain reference information on my work performance and character. I give permission to my prospective employer to conduct a criminal background check to the extent that the position for which I am applying may involve interaction with minors. I release my prospective employer and any person or entity providing such reference information from any and all liability relating to the provision of such information or relating to any employment decisions made based upon such information. I understand that, if employed, any falsified statements or omissions of material information on this application may lead to my prompt dismissal. If I am offered and accept employment, I agree to fully adhere to the policies and rules of my prospective employer. However, I understand that neither the existence of such policies and rules nor anything said during my interview process shall be deemed to create an express or implied employment contract. I UNDERSTAND THAT ANY EMPLOYMENT THAT MAY BE OFFERED TO ME WILL BE FOR AN INDEFINITE DURATION AND ON AN AT-WILL BASIS. I understand that either my prospective employer or I will have the right to terminate any such employment at any time with or without notice or cause.

I further certify that I have read and that I am in full agreement with The Pregnancy Care Center's Statement of Faith and Statement of Principle.

Signature of Applicant: _____ Date: _____