

Application for Employment

Kōloa Union Church

P.O. Box 536

Kōloa, HI 96756

(If submitting a resumé, you may write "See resumé" on this form wherever applicable.)

Name:

Last

First

Middle

Address:

City

State

Zip

Phone/s: _____

Email: _____

Position Applied For: _____

Date Available to Start: _____

Academic Degrees: (Schools, degrees, dates of completion)

Continuing Education: (Courses, certifications, dates of completion)

Please write on the back of any page or use additional pages.

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Professional Organizations: (Dates of past and current memberships)

Special Achievements and Awards:

Previous Work Experience: (From the past 5 years: employer, address, phone and name of immediate supervisor; job title, description of duties and responsibilities, dates employed)

Previous Volunteer Experience: (Name of organization, address, phone, and name of immediate supervisor; description of duties and responsibilities, dates of volunteer service)

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Have you ever been charged, convicted of, or pled guilty to a crime, either a misdemeanor or felony, of any kind? [] Yes [] No

If yes, list the date, nature and result of any charge:

References: (List 3 individuals who are not related to you by blood or marriage, and have known you for at least 3 years):

Name: _____

Address: _____

Daytime Phone: _____

Relationship to Reference: _____

Length of Time You Have Known Reference: _____

Name: _____

Address: _____

Daytime Phone: _____

Relationship to Reference: _____

Length of Time You Have Known Reference: _____

Name: _____

Address: _____

Daytime Phone: _____

Relationship to Reference: _____

Length of Time You Have Known Reference: _____

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Waiver and Consent:

I, _____, hereby certify that the information I have provided on this application for employment is true and correct. I authorize Kōloa Union Church to verify the information I have provided by contacting employers, organizations and references I have listed, by conducting a criminal background check, and contacting additional references that may be provided. Furthermore, I understand that the information gathered will be owned by Kōloa Union Church and may not be shared with me.

In the event that my application is accepted and I become employed by Kōloa Union Church, I agree to be bound by and abide by the constitution, bylaws and policies of Kōloa Union Church. I also understand that false information given on this application is grounds for immediate loss of employment.

I have read the entire application and waiver, and I am fully aware of its contents. I sign this waiver and consent freely and under no duress or coercion.

Signature of Applicant

Date