

Lancaster Evangelical Free Church (LEFC)
Application For Part-Time Employment
(Please Print)

Position Applied For: _____ Date: _____

1 Personal Information:

Name: Last First Middle

Present Address

Permanent Address (if different than above)

Telephone Number E-mail Address

Is there any information we would need about your name or use of another name for us to be able to check your work record? Please specify: _____

Do you have any relatives who are presently (or have formerly been) employed by LEFC? If so, please give their name and the dates of their employment: _____

Have you at any time ever:

1. Been arrested for any reason? Yes No
2. Been convicted of, or pleaded no contest to, any crime? Yes No
3. Engaged in any child molestation, exploitation, or abuse? Yes No
4. Been accused of any child molestation, exploitation, or abuse? Yes No

If the answer to any of these question is "Yes," please explain in detail:

2 Educational History:

School Name/Location	Years Completed	Degree/Diploma
Elem/Jr. High	_____	_____
High School	_____	_____
College/University	_____	_____
Tech. Training	_____	_____
Other	_____	_____

3 Employment Record: *Please include information for your last two employers.*

1. _____
Organization Name (Current/Most Recent Employer) Position Held

_____ Dates Employed: _____
Address From To

_____ Manager / Supervisor Telephone Wage/Salary

_____ Reason For Leaving

2. _____
Organization Name Position Held

_____ Dates Employed: _____
Address From To

_____ Manager / Supervisor Telephone Wage/Salary

_____ Reason For Leaving

4 Job Competencies: What skills, areas of knowledge, or experiences do you have which lead you to believe you are competent to perform well in this position?

5 Organization Fit: *Because LEFC is a church with the intent to exhibit and promote the Christian faith, please describe the relationship you have had with Christ and the Church over the past three years, and more specifically at the current time.*

6 Work Style: Do you prefer to work hard behind closed doors or work hard as a part of a team?

7 Why do you want to work at LEFC? What does working in the church office look like to you?

8 Personal References: *Please do not include relatives.*

1. _____
Name Relationship to You Years Known

_____ Telephone

Address

2. _____
Name Relationship to You Years Known

_____ Telephone

Address

Application Verification and Release:

I recognize that LEFC is relying upon the accuracy of the information asked for in this application document. Accordingly, I attest and affirm that all of the information I have provided is true and correct.

I authorize LEFC to contact any person or entity I have listed herein and authorize the same to provide information related to my background, character, and qualifications. I further authorize LEFC to conduct a criminal and child abuse history background check if that is deemed necessary.

Printed Name: _____

Signature: _____

Date: _____

Please return your completed application along with your resume, or refer any questions you have to:

*Ann Unruh
Executive Administrator
Lancaster Evangelical Free Church
419 Pierson Road
Lititz, PA 17543
(717) 626 5332
unruh@lefc.net*