

NEW MEXICO BAPTIST CHILDREN'S HOME, INC.

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**APPLICATION FOR EMPLOYMENT (WEB)**

DATE: \_\_\_\_\_

NAME: \_\_\_\_\_

SSN \_\_\_\_\_

MAILING ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_

TELEPHONE ( ) \_\_\_\_\_

**EMERGENCY CONTACT:**

NAME \_\_\_\_\_ TELEPHONE ( ) \_\_\_\_\_

ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_

CHURCH RELATIONSHIP \_\_\_\_\_ ACTIVE \_\_\_\_\_ INACTIVE \_\_\_\_\_

ENCLOSE RESUME IF AVAILABLE

**EDUCATION:** CIRCLE YEAR COMPLETED LESS THAN 11, 12, COLLEGE...1 2 3 4

HS ATTENDED: \_\_\_\_\_ COLLEGE ATTENDED \_\_\_\_\_

DEGREE EARNED: \_\_\_\_\_ MAJOR \_\_\_\_\_

GRADUATE WORK: \_\_\_\_\_ OTHER STUDIES: \_\_\_\_\_

HAVE YOU BEEN CONVICTED OF A CRIME IN THE PAST TEN YEARS? \_\_\_\_\_

IF YES, DESCRIBE IN FULL: \_\_\_\_\_

\_\_\_\_\_

*"Whoever receives a little child in my name receives me."*

Matthew 18:5

HAVE YOU EVER BEEN BONDED?\_\_\_\_\_ IF YES, WHERE:\_\_\_\_\_

DO YOU OR YOUR SPOUSE HAVE ANY FRIENDS OR RELATIVES WORKING FOR THE BAPTIST CHILDRENS HOME?\_\_\_\_\_ IF YES, PLEASE LIST:\_\_\_\_\_

\_\_\_\_\_

HAVE YOU EVER BEEN EMPLOYED BY AND CHILD CARE AGENCY?\_\_\_\_\_ IF YES PLEASE LIST:\_\_\_\_\_

\_\_\_\_\_

WHY DO YOU WISH TO WORK FOR THE BAPTIST CHILDREN'S HOME?\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

PLEASE LIST ANY SKILLS, EXPERIENCE, OR QUALIFICATIONS WHICH YOU FEEL WOULD BENEFIT YOU IN THIS WORK:\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

PLEASE LIST YOUR HOBBIES AND MODES OF RECREATION AND/OR RELAXATION:\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**PERSONAL REFERENCES:** (NOT FORMER EMPLOYERS OR RELATIVES)

NAME AND OCCUPATION

ADDRESS

TELEPHONE

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

NAME ALL PRESENT AND PAST EMPLOYMENT, BEGINNING WITH YOUR MOST RECENT:

1. \_\_\_\_\_  
NAME ADDRESS PHONE  
TYPE OF WORK \_\_\_\_\_ DATES EMPLOYED \_\_\_\_\_  
REASON FOR LEAVING \_\_\_\_\_

2. \_\_\_\_\_  
NAME ADDRESS PHONE  
TYPE OF WORK \_\_\_\_\_ DATES EMPLOYED \_\_\_\_\_  
REASON FOR LEAVING \_\_\_\_\_

3. \_\_\_\_\_  
NAME ADDRESS PHONE  
TYPE OF WORK \_\_\_\_\_ DATES EMPLOYED \_\_\_\_\_  
REASON FOR LEAVING \_\_\_\_\_

4. \_\_\_\_\_  
NAME ADDRESS PHONE  
TYPE OF WORK \_\_\_\_\_ DATES EMPLOYED \_\_\_\_\_  
REASON FOR LEAVING \_\_\_\_\_

DATE AVAILABEL \_\_\_\_\_

POSITION DESIRED: HOUSEPARENT \_\_\_\_\_ COOK \_\_\_\_\_ MAINTENANCE \_\_\_\_\_

CLERICAL \_\_\_\_\_ VOLUNTEER \_\_\_\_\_ OTHER \_\_\_\_\_

The information provided in this Application for Employment is true, correct and complete. If employed, any misstatement or omission of fact on this application may result in my dismissal.

I understand that the acceptance of an offer of employment does not create a contractual obligation upon the employer to continue to employ me in the future.

If you decide to engage an investigative consumer reporting agency to report on my credit and personal history, I authorize you to do so. If a report is obtained, you must provide, at my request, the name of the agency so I may obtain from them the nature and substance of the information contained in the report.

\_\_\_\_ / \_\_\_\_ / \_\_\_\_  
DATE

\_\_\_\_\_  
SIGNATURE

**FOR OFFICE USE ONLY**

**DATE APPLICATION RECEIVED** \_\_\_\_ / \_\_\_\_ / \_\_\_\_

**ACTION TAKEN** \_\_\_\_\_

**COMMENTS** \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_