



EMPLOYMENT APPLICATION

Full Name: _____ Date: _____
(First) (Middle) (Last)

Address: _____
(Street) (City) (State) (Zip Code)

Telephone: _____
(Home) (Work) (Cell)

Email Address: _____

Employment Desired

Position Title: _____

How did you learn about this job opening? _____

Are you available for part-time work? Yes No

Are you available for full-time work? Yes No

Are you available to work weekends? Yes No

What days and hours are you available for work? _____

If hired, on what date can you start work? _____

Salary Desired: _____ Hourly Monthly Annually

Personal Information

Have you ever applied or worked for EBC before? Yes No

Do you have any friends or relatives working for EBC? Yes No

If yes, state the names and relationship _____

Why are you applying for work at EBC?

If hired, would you have a reliable means of transportation to and from work? Yes No

What would you like to be doing 5 years from now? _____

Bible Do you believe the Bible to be the only inspired and infallible Word of God, our final authority in all matters of faith, conduct, and truth? Yes No If No, please explain:

Church Denominational preference? _____

What is your present affiliation? _____ # of years _____

Are you presently a member in good standing?

If No, please explain: _____

Service What church activities are you involved in and with what degree of regularity?

What other Christian service(s) have you done since becoming a Christian?

Devotional Describe your routine of personal Bible study and prayer.

What books, Podcasts, blogs, vlogs, DVD, or other resources have you used recently that have helped you spiritually?

Statement of Faith and Practice

Please carefully read the *EBC Statement of Faith and Practice* and indicate below your degree of support.

The Word of God

We believe that the Bible is the verbally inspired Word of God, in its entirety, both the Old and New Testaments, and without error in the original manuscripts, written under the inspiration of the Holy Spirit, and that it has supreme authority in all matters of faith and conduct. (John 17:17; Romans 15:4; II Timothy 3:16-27; II Peter 1:19-21)

The Trinity

We believe there is one living and true God, eternally existing in three person - God the Father, God the Son, and God the Holy Spirit; that they are equal in every divine perfection; and that they execute distinct, but harmonious offices in the work of creation, providence and redemption. (Matthew 28: 19; John 1: 1-4; 11 Corinthians 13: 14; Hebrews 9: 14; Genesis 1 :26)

God the Father

We believe in God, the Father, an infinite personal spirit, perfect in holiness, wisdom, power and love. We believe that He concerns Himself mercifully in the affairs of men, that He hears and answers prayer, that He saves from sin and spiritual death all who come to Him through Jesus Christ. (John 3:16-17; John 4:24; John 17:5)

Jesus Christ

We believe in Jesus Christ, God's only begotten Son, who was conceived by the Holy Spirit. We believe in His virgin birth, sinless life, miracles and teaching. We believe in His substitutionary atoning death, bodily resurrection, ascension into heaven, perpetual intercession for His people, future return for His Church, and personal visible return to earth as King of Kings and Lord of Lords. (Isaiah 7: 14; John 1: 14; Philippians 2:5-11; Hebrews 1 :2-3; I John 1 :7; I Thessalonians 4:16-17; Revelation 19: 11-16)

The Holy Spirit

We believe in the Holy Spirit who came forth from the Father and Son to convict the world of sin, righteousness, and judgment; and to regenerate, sanctify, and empower all who believe in Jesus Christ. We believe that the Holy Spirit indwells every believer in Christ, and that He is an abiding helper, teacher, and guide. (John 14:25; 16:7-15; Romans 8:14-17; Ephesians 1 :13,14)

Salvation

We believe that all men are sinners by nature and by choice and are, therefore, under condemnation. We believe that those who repent of their sins and trust in Jesus Christ as Savior and Lord are saved from the penalty of sin, born again unto eternal life by the regenerating work of the Holy Spirit, and brought into personal fellowship with God. We believe that this salvation is a free gift from God, effected upon the basis of the shed blood of Jesus Christ alone, that it is given by grace and received by faith, and that apart from Jesus Christ, salvation is impossible. (John 1: 12, 13; John 3:3; John 3: 16, 17; Acts 4: 12; 20:21; Ephesians 2: 1-9; Titus 3:5)

The Church

We believe that the universal church is composed of all born again believers, beginning at the day of Pentecost and continuing on through the end of this present age, and that the universal church will in heaven be the "Bride of Christ"; that the local church is composed of born again believers who have voluntarily united together for the purposes of worshipping God, ministering to the saints (fellow believers), evangelizing the world, and discipling new believers. (Matthew 16:16-18; Acts 2:38-41; Ephesians 2:19-22,5:25-27; Matthew 28:18-20)

The Ordinances

We believe that the Lord Jesus Christ has committed two ordinances to the local church, Baptism and the Lord's Supper. We believe that Christian Baptism is the immersion of a believer in water in the Name of the triune God. We believe that the Lord's Supper was instituted by Christ for commemoration of His death. We believe that the two ordinances should be observed and administered until the return of the Lord Jesus Christ. (Matthew 28: 18-20; Acts 2:41; 8:38,39; Romans 6:3-5; I Corinthians 11 :23-32)

Religious Liberty

We believe that every human being is created to have direct communication with God, and is responsible to God alone in all matters of faith; that each local church is independent and must be free from interference by an ecclesiastical or political authority; that, therefore, church and state must be kept separate as having different functions, each fulfilling its duties free from dictation or patronage of the other. (Matthew 22:21-22; Acts 4: 19, 29; Romans 13:7; I Peter 2:9)

Future Events

We believe in the personal and visible return of the Lord Jesus Christ to earth and the establishment of His kingdom. We believe in the resurrection of the body, the final judgment, the eternal blessedness of the saved, and the endless suffering of the lost. (Matthew 25:31-46; John 5:28-29; II Corinthians 5:10; Revelation 20:1-15)

Christian Conduct

We believe that Christians should live by faith, yielded to and empowered by the Holy Spirit, for the glory of God and the well-being of their fellow man, that their conduct should be righteous in the world, that they should be faithful stewards of their time, talents and possessions, and that they should seek to develop for themselves and others the full stature of maturity in Christ. (Matthew 5:16; II Corinthians 9:6-8; Ephesians 4:11-16; Philippians 2:14-16; Colossians 3:17-23; I Thessalonians 5:17-18)

_____ I fully support the Statement of Faith and Practice as written without mental reservations; OR

_____ I support the Statement of Faith and Practice except for the area(s) listed and explained on a separate paper. The exceptions represent either disagreements or items for which I have not yet formed an opinion or conviction.

Signature _____

Education and Training (include military training)

| Education/Training Facility (list name & location) | Subjects Studied (list major & minor, if applicable) | Units Taken | Degree Received (AA, BS, MS, PhD, etc.) |
|-------------------------------------------------------|---------------------------------------------------------|-------------|--------------------------------------------|
| | | | |
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| | | | |

Professional/Technical Licenses/Certificates (only if required for the position for which you are applying)

| Type of License or Certificate | State/Organization Issued By | Lic/Cert # | Expiration Date |
|--------------------------------|------------------------------|------------|-----------------|
| | | | |
| | | | |
| | | | |
| | | | |

Languages

Primary Language: _____ Speak Read Write
 Additional Language: _____ Speak Read Write
 Additional Language: _____ Speak Read Write

Administrative Skills

Please check and list the skills you possess:

___ WPM Data Entry ___ 10Key

SOFTWARE

| <u>SOFTWARE</u> | <u>SKILL LEVEL</u> | | |
|-------------------|-----------------------------------|---------------------------------------|-----------------------------------|
| MS/MAC Word | <input type="checkbox"/> Beginner | <input type="checkbox"/> Intermediate | <input type="checkbox"/> Advanced |
| MS/MAC Excel | <input type="checkbox"/> Beginner | <input type="checkbox"/> Intermediate | <input type="checkbox"/> Advanced |
| MS/MAC PowerPoint | <input type="checkbox"/> Beginner | <input type="checkbox"/> Intermediate | <input type="checkbox"/> Advanced |
| MS/MAC Access | <input type="checkbox"/> Beginner | <input type="checkbox"/> Intermediate | <input type="checkbox"/> Advanced |
| MS/MAC Publisher | <input type="checkbox"/> Beginner | <input type="checkbox"/> Intermediate | <input type="checkbox"/> Advanced |

Adobe Suite (indicate which program you're familiar with):

| | | | |
|-------------|-----------------------------------|---------------------------------------|-----------------------------------|
| Photoshop | <input type="checkbox"/> Beginner | <input type="checkbox"/> Intermediate | <input type="checkbox"/> Advanced |
| Illustrator | <input type="checkbox"/> Beginner | <input type="checkbox"/> Intermediate | <input type="checkbox"/> Advanced |

Video Editing (indicate which program you're familiar with):

| | | | |
|-------------|-----------------------------------|---------------------------------------|-----------------------------------|
| Final Cut | <input type="checkbox"/> Beginner | <input type="checkbox"/> Intermediate | <input type="checkbox"/> Advanced |
| Premier Pro | <input type="checkbox"/> Beginner | <input type="checkbox"/> Intermediate | <input type="checkbox"/> Advanced |
| Other: | <input type="checkbox"/> Beginner | <input type="checkbox"/> Intermediate | <input type="checkbox"/> Advanced |

Employment History

List below all present and past employment (last 10 years only), starting with your most recent employer.

| | | |
|---------------------|----------------------|------------|
| Employer: | Address: | |
| Type of Business: | | |
| Supervisor's Name: | Title: | Telephone: |
| Your Job Title: | Dates Employed From: | To: |
| Your Job Duties: | | |
| # of Hours Per Week | Reason For Leaving: | |
| Starting Salary | Ending Salary | |

| | | |
|---------------------|----------------------|------------|
| Employer: | Address: | |
| Type of Business: | | |
| Supervisor's Name: | Title: | Telephone: |
| Your Job Title: | Dates Employed From: | To: |
| Your Job Duties: | | |
| # of Hours Per Week | Reason For Leaving: | |
| Starting Salary | Ending Salary | |

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| Employer: | Address: | |
| Type of Business: | | |
| Supervisor's Name: | Title: | Telephone: |
| Your Job Title: | Dates Employed From: | To: |
| Your Job Duties: | | |
| # of Hours Per Week | Reason For Leaving: | |
| Starting Salary | Ending Salary | |

References

List three people who have knowledge of your work performance within the last three years.

Name: _____

Address: _____

Occupation: _____

Telephone: _____ #of years acquainted: _____

Name: _____

Address: _____

Occupation: _____

Telephone: _____ #of years acquainted: _____

Name: _____

Address: _____

Occupation: _____

Telephone: _____ #of years acquainted: _____

READ AND SIGN BELOW

I hereby certify that I have not knowingly withheld any information that might adversely affect my chances for employment and that the answers given by me are true and correct to the best of my knowledge. I further certify that I understand that any omission of information on this application, or on any document used to secure employment, shall be grounds for rejection of this application, or for immediate discharge if I am employed, regardless of the time elapsed before discovery.

I hereby authorize EBC or its authorized agent to investigate my references, work records, and education in regards to my employment, appointment, or promotion at EBC. Without giving prior notice of such disclosure, I hereby give my consent to former employers to disclose to EBC any and all letters, reports, and other information related to my work records. I also understand that if employed by EBC, I will abide by all policies set forth by EBC.

If this application is for a position that may result in interaction with anyone under 18 years of age, I agree to fingerprinting and authorize EBC and its authorized agent to investigate and perform a background check which includes, but is not limited to, any criminal history, felony convictions or felony-reduced-to misdemeanor convictions by any court that I may have, driving records, and credit history.

I understand that nothing contained in the application or conveyed during any interview that is granted is intended to create an employment contract between me and EBC. In addition, I understand and agree that if I am employed my employment is for no definite or determinable period and may be terminated at any time with or without prior notice at the option of either myself or EBC, and that no promises or representations contrary to the foregoing are binding on EBC, unless made in writing and signed by me and the Senior Pastor, Director, or Supervisor.

Signature _____

Date _____

Print Name _____