



APPLICATION FOR EMPLOYMENT

In compliance with relevant law, the South Carolina Baptist Convention does not illegally discriminate on the basis of race, sex, color, national or ethnic origin, age, disability, or military service in employment. The Convention has designated certain positions of employment as positions for which an employee's gender is a bona fide occupational qualification. The Convention reserves the right to hire persons for those positions who meet the requisite qualifications.

Please Print:

Position(s) Applied for			Date of Application
Last Name	First Name	Middle	
Street Address			Phone Number
City	State	Zip Code	

Why do you desire to work for the South Carolina Baptist Convention?

Are you 18 years of age? (If not, employment is subject to verification) of minimum legal age.	Yes	No
Are you currently employed?	Yes	No
May we contact your present employer?	Yes	No

Present church membership _____

Major service (past and present) _____

Denominational service _____

If you are a minister of the gospel, please choose one below:

Are you legally eligible for employment in the United States?	Yes	No
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(Proof of US citizenship or immigration status will be required upon employment.)

EMPLOYMENT EXPERIENCE

Start with your present or last job. Include any job-related military service assignments and volunteer activities. You may exclude organizations which indicate race, color, gender, national origin, handicap, or other protected status.

1. Employer _____ Address _____ City _____ State _____ Job Title _____ Reason for Leaving _____	Dates Employed From: _____ To: _____ _____ Supervisor _____ Contact Number _____	Work Performed
2. Employer _____ Address _____ City _____ State _____ Job Title _____ Reason for Leaving _____	Dates Employed From: _____ To: _____ _____ Supervisor _____ Contact Number _____	Work Performed
3. Employer _____ Address _____ City _____ State _____ Job Title _____ Reason for Leaving _____	Dates Employed From: _____ To: _____ _____ Supervisor _____ Contact Number _____	Work Performed

(If you need additional space, please continue on a separate sheet of paper.)

Special Skills and Qualifications

Summarize special job-related skills and qualifications acquired from employment or other experience

EDUCATION

	High School	Undergraduate College/University	Graduate/ Professional
School Name and Location			
Years Completed			
Major/Degree (ex. BA - History)			
Date of Attendance (ex. 9/1/2015 - 5/15/2019)			
Describe any specialized training, apprenticeship, skills, and extra-curricular activities			
Describe any honors you have received			
State any additional information you feel may be helpful to us in considering your application			

List professional, trade, business, or civic activities and offices held. (You may exclude memberships which would reveal sex, race, national origin, age ancestry, handicap or other protected status)

REFERENCES

Give name, telephone number, and email address of four references who are not related to you.

Please provide two business and two character references.

1. _____
2. _____
3. _____
4. _____

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

Signature

Date

FOR EMPLOYER'S USE ONLY

REFERENCE CHECK		
Employer	Person Contacted	Results
1		
2		
3		
4		
Other		
1		
2		
3		