



CE National, Inc. Employment Application

Position applied for _____

Date: _____

Type of employment desired: Full-Time Part-Time Temporary Seasonal

Applicant Data

Full Name: _____

Address: _____ City: _____ State: _____ Zip: _____

Phone: () _____ Cell: () _____ Email: _____

Date Available to Start: _____ Salary Requirement: _____

Have you ever worked for this company? Yes No If yes, when? _____

Are you a citizen of the United States? Yes No

If not, are you legally allowed to work in the United States? Yes No

Have you ever pled "guilty," "no contest," or been convicted of a crime? Yes No

If yes, give dates and details: _____

Answering "yes" to these questions does not constitute an automatic rejection for employment. Date of the offense, seriousness and nature of the violation, rehabilitation and position applied for will be considered.

Education and Training

High School: _____ Date graduated: / /

College/University: _____ Degree: _____ Date: / /

Graduate School: _____ Degree: _____ Date: / /

Graduate School: _____ Degree: _____ Date: / /

Other Training: _____

Employment History
(Begin with most recent position)

Employment Dates: From ___/___/___ To ___/___/___ Position Held: _____

Firm: _____ Address: _____

Phone: () _____ Supervisor: _____ Title: _____

Responsibilities: _____

Reason for Leaving: _____

May we contact this employer for a reference? Yes No

Employment Dates: From ___/___/___ To ___/___/___ Position Held: _____

Firm: _____ Address: _____

Phone: () _____ Supervisor: _____ Title: _____

Responsibilities: _____

Reason for Leaving: _____

May we contact this employer for a reference? Yes No

Employment Dates: From ___/___/___ To ___/___/___ Position Held: _____

Firm: _____ Address: _____

Phone: () _____ Supervisor: _____ Title: _____

Responsibilities: _____

Reason for Leaving: _____

May we contact this employer for a reference? Yes No

Christian Experience

Church you attend:

Ministry Involvement:

Relate your personal salvation testimony:

Do you seek accountability with another adult? Yes No

Do you share your faith on a regular basis? Yes No

Have you personally led someone to receive Christ? Yes No

Do you have a regular devotional time? Explain.

What has been your exposure to the Grace Brethren Fellowship?

Are you in agreement with the doctrine of the Grace Brethren Fellowship? Yes No

If no, please explain:

Have you ever attended or participated in the following CE ministries?

- The National Institute Operation Barnabas 412 Commission
 - Momentum Urban Hope Training Center
 - Other (please specify) _____
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Self Evaluation

What strengths do you feel you can contribute to CE National?

What motivates you to desire working at CE National?

Is there a known time limitation to your employment at CE National? If yes, please explain.

Are there any other experiences, skills or qualifications that you feel would especially fit you for work with our ministry?

Because of the nature of the positions and ministries of CE National, the verification of the character of employees is a necessity. If you cannot respond to any of the questions below, please provide an explanation.

1. Do you have any medical or health problem that will affect the accomplishment of the work being applied for? *(CE National is an ADA equal opportunity employer and will make reasonable accommodation for employment.)*

Yes/No Initial _____

2. Do you have any personal responsibilities or problems that may affect your daily work attendance? *(Work schedules are established in the Personnel Policy and Procedure Handbook.)*

Yes/No Initial _____

3. Have you participated in a drug or substance abuse program? *(Employees must acknowledge restrictions to the use of any drug or substance abuse as terms of employment.)*

Yes/No Initial _____

4. Have you ever been convicted of or plead no contest to a charge of child molestation or any other felony regarding child abuse or have been ordered by a court or law enforcement agency to register as an offender? *(For any employees that will have access to children under age 18, a police record check will be completed as part of the routine for employment.)*

Yes/No Initial _____

References

Provide the names and contact information for at least two individuals (not employers) who will attest to your Christian character:

1. Name _____
Address _____
Phone _____
Relationship _____

2. Name _____
Address _____
Phone _____
Relationship _____

I certify that my answers are true and complete to the best of my knowledge. I authorize CE National and its agents to make such investigations and inquiries of my personal, employment, educational, financial and other related matters as may be necessary for an employment decision. I hereby release employers, schools or individuals from all liability when responding to inquiries in connection with my application.

In the event I am employed, I understand that false or misleading information given in my application or interview(s) may result in discharge.

Signature of Applicant: _____ Date: _____

Office Use Only	Date Received: _____
Initial: _____	Date Reviewed: _____