

HEART REACH MINISTRIES

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This application is to be completed by all applicants for any position. It is being used to help Heart Reach provide a safe and secure environment for children/youth who participate in programs and use of facilities at Heart Reach Ministries. We appreciated your interest in working with us.

Application for: **Employment** **Volunteer** **Work Site**

PERSONAL INFORMATION

		Social Security Number
Last Name	Middle Initial	Last Name
Street Address	City & State	Zip
Home Phone	Cell Phone	Date of Birth

Are You At Least 18 Years of Age or Older? Yes No

If younger than 18 years of age, Do you have a Worker's Permit?

Yes No

Do you have a valid Driver's License? Yes No

Do you have a current CDL? Yes No

Can you provide verification of your eligibility to work in the U.S.?

Yes No If no, what is your VISA status? _____

Church Affiliation
Church Address
Pastor's Name
Phone

POSITION DESIRED

Position(s) Desired

Length of Position(s) Desired: Full Time Part Time Temporary Seasonal Internship

What prompted your decision to apply at Heart Reach Ministries?

Have you ever applied here? Yes No

If Yes, Date: _____

Have you ever been convicted of a felony? Yes No (Do not include convictions that have been sealed/expunged or satutorily eradicated.)

Have you ever been convicted of a traffic violation? Yes No

If you answered yes to traffic violation convictions, please describe all convictions in the last 5 years:

Have you ever been physically abused as a child? Yes No

Have you ever had any legal difficulties of any kind, including convictions or charges of Child Abuse or Sexual Molestation of a minor? Yes No If yes, Please list and describe:

Do you have any physical handicaps or conditions preventing you from performing certain types of activities related to working with children/youth? Yes No If yes, Please explain:

SKILLS

Please list relevant skills obtained from former employment, experience, and/or work with children/youth:

**Include other aptitudes, training/educational courses, and credentials you have that you feel would qualify you for the position you desire with Heart Reach Ministries.*

EDUCATION/TRAINING

High School

College/University

Name: _____
Location: _____
Date(s) Attended: _____
Major: _____
Minor: _____
Diploma/Degree Obtained: _____
Date of Diploma/Degree: _____

College/University/Other

College/University/Other

Name: _____
Location: _____
Date(s) Attended: _____
Major: _____
Minor: _____
Diploma/Degree Obtained: _____
Date of Diploma/Degree: _____

List any other job-related training, scholastic honors, and/or vocational/professional information:

PREVIOUS EMPLOYMENT/EXPERIENCE

Present/Most Recent Employer

Previous Employer

Company: _____
Address: _____
Supervisor's Name: _____
May We Contact (Y/N): _____
Date(s) of Employment: _____
Starting Salary: _____
Ending Salary: _____
Reason for Leaving: _____

Previous Employer

Previous Employer

Company: _____
Address: _____
Supervisor's Name: _____
May We Contact (Y/N): _____
Date(s) of Employment: _____
Starting Salary: _____
Ending Salary: _____
Reason for Leaving: _____

Previous Employer

Previous Employer

Company: _____
 Address: _____
 Supervisor's Name: _____
 May We Contact (Y/N): _____
 Date(s) of Employment: _____
 Starting Salary: _____
 Ending Salary: _____
 Reason for Leaving: _____

REFERENCES

Employment Reference

Employment/Educational Reference

Name: _____
 Address: _____

 Phone: _____
 Email: _____

Employment/Volunteer Reference

Employment/Personal Reference

Name: _____
 Address: _____

 Phone: _____
 Email: _____

The information contained in this application is correct and to the best of my knowledge. I authorize any person(s), church, and/or organization listed in this application to provide any information (including opinions) that they may have regarding my character and capacity to perform the responsibilities related to working with children/youth. I release all such references from penalties for furnishing such evaluations to Heart Reach Ministries' Authorized Staff, provided they do so in good faith and without malice.

I agree to be bound to the bylaws and policies of Heart Reach Ministries and to refrain from any unprofessional/unscriptural behavior in the performance of my services on behalf of the organization.

I understand that my legal background will be verified by Heart Reach Ministries' Authorized Staff through the Ohio Bureau of Investigation and/or the FBI. I give Heart Reach Ministries permission to undertake this background check at their expense and further understand that any adverse information may affect my ability to volunteer and/or be employed at Heart Reach Ministries.

Signature of Applicant

Date

Applications will be considered on the basis of qualification for the position with regard to sex, age, national origin, marital status, or disability. As a religious organization, Heart Reach Ministries is permitted and reserves the right to prefer volunteers on the basis of religion: Title VII, Section 702-7, Rights Act of 1964: Applicants must hold principals which coincide with this organization's Statement of Mission.

