



Focused on Excellence - Centered in Christ

So, whether you eat or drink, or whatever you do, do all to the glory of God. 1 Corinthians 10:31

Thank you for your interest in employment with Trinity Lutheran Church & School. If you are in need of assistance with this application or the interview process due to a disability, please inform an administrator so that the appropriate accommodations can be made. We are an equal opportunity employer. Trinity Lutheran Church & School does not discriminate in the employment of individuals on the basis of race, color, national or ethnic origin, disability, gender, or age. Because we are a church body, The Lutheran Church—Missouri Synod retains the right to give preference in hiring to persons who are members in good standing of an LCMS congregation.

PERSONAL DATA

Name _____
Last First Middle

Present Address _____
Street Address City State Zip Code

Previous Address _____
Street Address City State Zip Code

Home Phone _____ Cell Phone _____

Work Phone _____ Email Address _____

Name, City/State, and Pastor of Congregation _____

WORK PREFERENCE

Position Desired _____ Referred By _____

Interested in Full-time Part-time Summer Salary Required \$ _____ per _____

Date Available for Work _____ Willing to relocate if necessary? Yes No

LCMS INFORMATION

Have you been previously employed by LCMS? Yes No Dates/Locations _____

Have you previously applied to work for LCMS? Yes No Dates/Locations _____

Do you have relatives employed by LCMS? Yes No Names/Locations _____

OTHER

Are you a citizen of the United States, or do you have a valid authorization to work in the United States? Yes No

Have you ever been discharged or asked to resign by a previous employer?
 Yes No If yes, please explain _____

PERSONAL REFERENCES

Name and Location	Phone	Business/Profession	Length of Acquaintance
1) _____	_____	_____	_____
2) _____	_____	_____	_____
3) _____	_____	_____	_____
4) _____	_____	_____	_____

EMPLOYMENT HISTORY

List your complete employment record including temporary, regular, and part-time employment in chronological order with **most recent first**. Please include military service. Attach a separate sheet to add more history, if necessary.

MOST RECENT EMPLOYER — Are you currently working for this employer **Yes** **No** If yes, may we contact? **Yes** **No**

Company _____ Phone _____

Address _____

Street Address _____ City _____ State _____ Zip Code _____

Dates of Employment _____ To _____

Starting Position Title _____ Ending Position Title _____

Starting Position Salary\$ _____ per _____ Ending Position Salary\$ _____ per _____

Supervisor's Name and Title _____ Email _____

Brief Job Description _____ **Full-time** **Part-time**

If you were employed under a different name, give that name in full _____

PREVIOUS EMPLOYER

Company _____ Phone _____

Address _____

Street Address _____ City _____ State _____ Zip Code _____

Dates of Employment _____ To _____

Starting Position Title _____ Ending Position Title _____

Starting Position Salary\$ _____ per _____ Ending Position Salary\$ _____ per _____

Supervisor's Name and Title _____ Email _____

Brief Job Description _____ **Full-time** **Part-time**

If you were employed under a different name, give that name in full _____

PREVIOUS EMPLOYER

Company _____ Phone _____

Address _____

Street Address _____ City _____ State _____ Zip Code _____

Dates of Employment _____ To _____

Starting Position Title _____ Ending Position Title _____

Starting Position Salary\$ _____ per _____ Ending Position Salary\$ _____ per _____

Supervisor's Name and Title _____ Email _____

Brief Job Description _____ **Full-time** **Part-time**

If you were employed under a different name, give that name in full _____

UNEMPLOYMENT — Account for all periods of two weeks or more for which you have been without work in the last five years.

FROM _____ TO _____ Reason _____

FROM _____ TO _____ Reason _____

FROM _____ TO _____ Reason _____

EDUCATION

HIGH SCHOOL

Name and Location _____ Diploma or Equivalent? Yes No GPA _____

BUSINESS OR TRADE SCHOOL

Name and Location _____ Years
Attended _____

Degree(s)
Completed _____ Major/Subject _____ GPA _____

COLLEGE OR UNIVERSITY

Name and Location _____ Years
Attended _____

Degree(s)
Completed _____ Major/Subject _____ GPA _____

COLLEGE OR UNIVERSITY

Name and Location _____ Years
Attended _____

Degree(s)
Completed _____ Major/Subject _____ GPA _____

OTHER TRAINING, CURRENT LICENSES, OR VALID CERTIFICATES

- 1) _____
- 2) _____
- 3) _____
- 4) _____

Acknowledgment of Understanding and Consent

PLEASE READ BEFORE SIGNING

If you have any questions regarding this statement, please ask them of an employment interviewer before signing.

This organization does not discriminate in hiring or employment on the basis of race, color, national origin, sex, age or disability. Because we are a church body, The Lutheran Church-Missouri Synod retains the right to give preference in hiring to persons who are members in good standing of an LCMS congregation.

It is understood that this application is not an obligation to provide employment. The application will be kept active for three months and it must be renewed to be active for a longer period.

I hereby certify that the statements made in this employment application are true and complete, to the best of my knowledge, and I authorize investigation of those statements. I understand that falsification, misrepresentation or omission of facts will be sufficient cause for elimination of any consideration for employment or cause for dismissal from the Synod, if I have been employed.

The Synod has the right, exercisable at any time, and without notice, to change wages, to change or eliminate benefits and policies, as well as to terminate, with or without cause, the employment relationship. I understand that no manager or representative of The Lutheran Church-Missouri Synod, other than the Human Resources Committee of the Synod, has any authority to enter into any agreement for employment for any specified period of time or to make any agreement contrary to the foregoing.

I understand that all employees of the Synod are expected to respect the official doctrines of the Synod and to pursue lifestyles that are morally in harmony with its teachings.

I agree that I have read and understand the above acknowledgments and agreements and recognize all of the above as conditions of employment.

Applicant Signature _____ Date _____