

# GRANITE FALLS LUTHERAN CHURCH EMPLOYMENT APPLICATION

Name \_\_\_\_\_ Phone # \_\_\_\_\_  
 Address \_\_\_\_\_  
 City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
 E-mail \_\_\_\_\_

## Employment History

**Place of employment** \_\_\_\_\_ City,St,Zip \_\_\_\_\_  
 Phone # \_\_\_\_\_ Dates Employed: From \_\_\_\_\_ To \_\_\_\_\_  
 Job Title: \_\_\_\_\_  
 Duties & Responsibilities: \_\_\_\_\_

**Place of employment** \_\_\_\_\_ City,St,Zip \_\_\_\_\_  
 Phone# \_\_\_\_\_ Dates Employed: From \_\_\_\_\_ To \_\_\_\_\_  
 Job Title: \_\_\_\_\_  
 Duties & Responsibilities: \_\_\_\_\_

**Place of employment** \_\_\_\_\_ City,St,Zip \_\_\_\_\_  
 Phone # \_\_\_\_\_ Dates Employed: From \_\_\_\_\_ To \_\_\_\_\_  
 Job Title: \_\_\_\_\_  
 Duties & Responsibilities: \_\_\_\_\_

## Education

**High School** \_\_\_\_\_ City,St,Zip \_\_\_\_\_  
 Grade completed \_\_\_\_\_ Year graduated \_\_\_\_\_  
**College** \_\_\_\_\_ City,St,Zip \_\_\_\_\_  
 Years completed \_\_\_\_\_ Year graduated \_\_\_\_\_  
 Major \_\_\_\_\_ Minor \_\_\_\_\_

**Skills/Abilities:** Please mark your knowledge or experience accordingly.

|                           | Excellent                | Good                     | Fair                     | Little or None           |
|---------------------------|--------------------------|--------------------------|--------------------------|--------------------------|
| Social Media              | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| MS Word                   | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| MS Excel                  | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| MS Publisher              | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Basic Computer Skills     | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Communication Skills      | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Website Design/Management | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

**Other Qualifications and Remarks**

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**REFERENCES**

**Name:** \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

**Name:** \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

**Name:** \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

**Name:** \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

**Applicant's Statement**

The information contained in this application is correct to the best of my knowledge. I authorize any references or churches listed in this application to give you any information (including opinions) that they may have regarding my character and fitness for this position. In consideration of the receipt and evaluation of this application by Granite Falls Lutheran Church, I hereby release any individual, church, youth organization, charity, employer, reference, or any other person or organization, including record custodians, both collectively and individually, from any and all liability for damages of whatever kind or nature which may at any time result to me, my heirs, or family, on account of compliance or any attempts to comply, with this authorization. I waive any right that I may have to inspect any information provided about me by any person or organization identified by me in this application.

Should my application be accepted, I agree to be bound by the bylaws and policies of Granite Falls Lutheran Church, and to refrain from unscriptural conduct in the performance of my services on behalf of the church.

I further state that **I HAVE CAREFULLY READ THE FOREGOING RELEASE AND KNOW THE CONTENTS THEREOF AND I SIGN THIS RELEASE AS MY OWN FREE ACT.** This is a legally binding agreement which I have read and understand.

**Applicant's Signature**

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**Date** \_\_\_\_\_