



# SAINT JAMES UNITED CHURCH OF CHRIST

76 Main Street • Hamburg, NY 14075 • 716-649-6171 • [www.saintjamesucc.com](http://www.saintjamesucc.com)

## APPLICATION FOR EMPLOYMENT

Please email a PDF of this application to [revpaul@saintjamesucc.com](mailto:revpaul@saintjamesucc.com) or mail it to:

Rev. Paul Werner, Pastor  
St. James United Church of Christ  
76 Main Street  
Hamburg, NY 14075

### Personal Data

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_

Middle Name: \_\_\_\_\_ Preferred Name: \_\_\_\_\_

Address (Street): \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Daytime Phone: ( \_\_\_\_\_ ) \_\_\_\_\_ Evening Phone: ( \_\_\_\_\_ ) \_\_\_\_\_

Email Address: \_\_\_\_\_ Best Time to Contact by Phone: \_\_\_\_\_

Previous Names/Aliases: \_\_\_\_\_

### Employment History

Please list your immediate past three employers and requested information about each.

#### YOUR LAST OR CURRENT EMPLOYER

Name of Company/Employer: \_\_\_\_\_ Job Title: \_\_\_\_\_

Dates Employed: *Beginning Date:* \_\_\_\_\_ *End Date:* \_\_\_\_\_

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

Phone Number: ( \_\_\_\_\_ ) \_\_\_\_\_ May we contact them as a reference? (Circle one) YES NO

Name of Supervisor: \_\_\_\_\_

Reason You Left/Are Leaving: \_\_\_\_\_

### PREVIOUS EMPLOYER

Name of Company/Employer: \_\_\_\_\_ Job Title: \_\_\_\_\_

Dates Employed: *Beginning Date:* \_\_\_\_\_ *End Date:* \_\_\_\_\_

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

Phone Number: ( \_\_\_\_\_ ) \_\_\_\_\_ May we contact them as a reference? (Circle one) YES NO

Name of Supervisor: \_\_\_\_\_

Reason You Left/Are Leaving: \_\_\_\_\_

### PREVIOUS EMPLOYER

Name of Company/Employer: \_\_\_\_\_ Job Title: \_\_\_\_\_

Dates Employed: *Beginning Date:* \_\_\_\_\_ *End Date:* \_\_\_\_\_

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

Phone Number: ( \_\_\_\_\_ ) \_\_\_\_\_ May we contact them as a reference? (Circle one) YES NO

Name of Supervisor: \_\_\_\_\_

Reason You Left/Are Leaving: \_\_\_\_\_

### Your Educational Background

| <b>School</b>              | <b>School or College<br/>Name</b> | <b>Dates of<br/>Attendance</b> | <b>Years<br/>Completed<br/>(i.e. 2 yrs, 4 yrs)</b> | <b>Degree Awarded</b> |
|----------------------------|-----------------------------------|--------------------------------|--|-----------------------|
| High School                |                                   |                                |  |                       |
| Technical<br>School        |                                   |                                |  |                       |
| College<br>(Undergraduate) |                                   |                                |  |                       |
| Graduate<br>School         |                                   |                                |  |                       |



## REFERENCES AND RELEASE FORM

Please name two employers (listed on your Application for Employment) which we may contact to serve as references:

### Employer Reference #1

Name of Company/Employer: \_\_\_\_\_

Contact Person: \_\_\_\_\_ Phone Number: ( \_\_\_\_\_ ) \_\_\_\_\_

Relation of Contact Person to You: \_\_\_\_\_

### Employer Reference #2

Name of Company/Employer: \_\_\_\_\_

Contact Person: \_\_\_\_\_ Phone Number: ( \_\_\_\_\_ ) \_\_\_\_\_

Relation of Contact Person to You: \_\_\_\_\_

Please list three personal references (other than family members):

**Personal Reference #1**

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

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

Relationship to You: \_\_\_\_\_ Phone Number: ( \_\_\_\_\_ ) \_\_\_\_\_

**Personal Reference #2**

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

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

Relationship to You: \_\_\_\_\_ Phone Number: ( \_\_\_\_\_ ) \_\_\_\_\_

**Personal Reference #3**

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

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

Relationship to You: \_\_\_\_\_ Phone Number: ( \_\_\_\_\_ ) \_\_\_\_\_

**RELEASE**

**By signing below, I hereby give St. James United Church of Christ permission to contact all references listed on this "References and Release" form. I agree and hold harmless all individuals named. I understand that their conversations with St. James United Church of Christ will be for the express purpose of making an employment decision, either favorable or unfavorable.**

Signature: \_\_\_\_\_ Date: \_\_\_\_\_