



**Application for Employment  
 Hope Lutheran Church  
 PLEASE PRINT**

Name & Address:

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**Last                      First                      Middle                      Nickname**

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**Street                                              City, State                                              Zip Code**

**Mobile Phone:** \_\_\_\_\_ **Home Phone:** \_\_\_\_\_

**Email:** \_\_\_\_\_

**Current Church Affiliation:** \_\_\_\_\_

**Positon(s) of service or leadership held in that church:** \_\_\_\_\_

**Have you ever been employed by Hope before?** \_\_\_\_\_

**POSITION APPLIED FOR:**

**Date of Application**

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Date you are available to begin work: \_\_\_\_\_

**Because we are a church body, The Lutheran Church—Missouri Synod, we retain the right to give preference in hiring to persons who are members in good standing of an LCMS congregation.**

**BUSINESS/PROFESSIONAL REFERENCES**

Please list three professional references of individuals to whom you are **not** related.

Name	Business Relationship	Phone or Email	Yrs Acquainted

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**EMPLOYMENT EXPERIENCE**

Please list your last three employers, assignments, or volunteer activities, including any military experience, starting with the most recent:

**MOST RECENT EMPLOYER:**

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

Address: \_\_\_\_\_  
Street Address City State Zip Code

Job Title \_\_\_\_\_ Supervisor's Name \_\_\_\_\_

Dates Employed: From: \_\_\_\_\_ Until: \_\_\_\_\_

If you are currently working for this employer may we contact them?  Yes  No

If no, reason for leaving \_\_\_\_\_

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

Address: \_\_\_\_\_  
Street Address City State Zip Code

Job Title \_\_\_\_\_ Supervisor's Name \_\_\_\_\_

Dates Employed: From: \_\_\_\_\_ Until: \_\_\_\_\_

Reason for leaving \_\_\_\_\_

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

Address: \_\_\_\_\_  
Street Address City State Zip Code

Job Title \_\_\_\_\_ Supervisor's Name \_\_\_\_\_

Dates Employed: From: \_\_\_\_\_ Until: \_\_\_\_\_

Reason for leaving \_\_\_\_\_

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Have you ever been involuntarily terminated or asked to resign from any job?  Yes  No

Please explain any gaps in your employment history: \_\_\_\_\_

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**General Information**

Are you legally eligible to work in the United States?

Are you 18 years or older?  Yes  No

If not, prior to your start date you must provide a work permit, which is available through your high school.

Are you able to perform the essential job functions of the job for which you are applying with or without reasonable accommodation?  Yes  No

Note: We comply with the ADA and consider reasonable accommodation measures that may be necessary for qualified applicants/employees to perform essential job functions.

**Educational Experience**

Highest Level of Education \_\_\_\_\_

Diploma/Degree (if any) \_\_\_\_\_

List any additional training, job skills, or experience you have that qualifies you for the position you are seeking, including professional licensures or certifications. If you would like to include a résumé, please attach it to this application.

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**Please describe why you feel the Lord is calling you to this position:**

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**APPLICANT’S STATEMENT**

I understand and agree that any misrepresentation by me in this application will be grounds for immediate termination if I have been employed. I give Hope Lutheran Church the right to investigate all references and to secure additional information about me, if job related. I hereby release from liability Hope Lutheran Church for furnishing such information. I understand that a criminal background check will be conducted on me as part of the employment process, and I consent to any such check. I also understand that I may be required to have a physical examination, including drug screen.

**Should employment result from this:** I understand that I will be required to provide documentation to establish identity and employment eligibility. I understand that I will be free to resign at any time and that I will be an at-will employee of Hope Lutheran Church. Hope Lutheran Church reserves the right to terminate employment at any time, with or without cause and without prior notice. I understand that no representative of Hope Lutheran Church has the authority to make any assurances to the contrary. Furthermore, I agree to abide by the ministry guidelines and requirements of Hope Lutheran Church and to refrain from any unscriptural conduct in the performance of my services on behalf of the church. I hereby attest that I am of good moral character.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

Please return this application to the Church Office or directly to Bev Janosky. All applicants will be contacted, but not necessarily interviewed.

***This application for employment shall be considered active for a period of time not to exceed 6 months.***

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**Equal Employment**

The Lutheran Church—Missouri Synod and its related entities, Hope Lutheran Church, are in agreement with the civil rights laws of this country. We, as employers, are generally exempt from the provision of the Civil Rights Act of 1964, which forbids discrimination in employment based on religion; therefore, we retain the right to give preference in the hiring of persons who are Christian, and/or members in good standing of LCMS congregations.

Beyond this religion exception, it is our employment practice under the Civil Rights Act of 1964, not to discriminate in hiring, training, compensating, promoting or terminating employees because of an individual's race, color, sex (except where ministers of religion are required), pregnancy, age, national origin, ancestry, physical or mental disability, severe/morbid obesity, medical condition, military or veteran status, genetic information, marital status, ethnicity, alienage or any other protected classification, in accordance with applicable federal, state, and local laws. The Organization takes allegations of discrimination, intimidation, harassment and retaliation very seriously and will promptly conduct an investigation when warranted.

Equal employment opportunity includes, but is not limited to, employment, training, promotion, demotion, transfer, leaves of absence, and termination.