



Laurelville

941 Laurelville Lane

Mt. Pleasant, PA 15666

724.423.2056 fax 724.423.2096

Application for Employment

POSITION APPLYING FOR:

Today's Date:

Name (first, middle, last):

Complete address:

Email address:

Home phone number:

Cell phone number:

How did you find out about this position?

(If a current employee, list name. If ad, list source).

EDUCATION: School Name, Years Completed, Year Graduated, Major/Minor, Degree

High school:

Vocational/other:

College/university:

EMERGENCY CONTACT INFORMATION:

Name:

Phone number:

Address:

Relationship to you?

AVAILABILITY:

When would you be available to work?

Until what date?

CHURCH AFFILIATION

Church, denomination, and address:

Name, address, and phone of pastor:

Activities, offices, and positions held:

PREVIOUS EMPLOYMENT: Attach additional information if helpful. Note if you are a student.

1. Current employer's name and phone number:

Name of person to contact:

Work performed and dates of employment:

May we contact your present employer?

2. Past employer's name and phone number:

Name of person to contact:

Work performed and dates of employment:

Reason for termination:

3. Past employer's name and phone number:

Name of person to contact:

Work performed and dates of employment:

Reason for termination:

REFERENCES: List three references. Do not list relatives or former employers.

1. Name, occupation:

address:

city, state, zip:

phone number:

relationship

2. Name, occupation:

address:

city, state, zip:

phone number:

relationship

3. Name, occupation:

address:

city, state, zip:

phone number:

relationship

FOR RETURNING STAFF: Please complete the following if you have previously worked at Laurelville.

What year(s) did you previously serve at Laurelville?

What was your job/position?

Did you complete a full application at that time? Yes No (please complete this full application.)

*If you completed a full application in the previous 15 months, you may skip the **SPECIAL SKILLS AND QUALIFICATIONS** section and proceed to the covenant on the back of this page.* Laurelville reserves the right to ask you to complete the following section at a later time.

SPECIAL SKILLS AND QUALIFICATIONS: When answering the following questions, please consider how previous employers and references may respond to the same questions.

1. Would you be considered for rehire by previous employers? If not, state reason.

2. In what ways do you consider yourself qualified or a good fit for the job for which you are applying?

3. Identify some ways in which you relate to others.

4. Summarize special job-related skills (for the job for which you are applying) and qualifications acquired from employment or other experiences that will add to your contribution at Laurelville.

5. Why would you like to work at Laurelville?

6. Describe what is presently most meaningful to you in your Christian life:

MY COVENANT WITH LAURELVILLE

HOSTING GOD'S MINISTRY WITH PRAYER, COOPERATION AND HOSPITALITY

Life at Laurelville means . . .
by

Manners! I commit myself to model Christ-likeness
extending love and respect to everyone while treating
others as I would like to be treated.

Life at Laurelville means . . .

Intercession! I commit myself to pray for God's
blessing for all guests and staff.

Life at Laurelville means . . .

Nature! I commit myself to help guests enjoy
God's creation through clean grounds and facilities.

Life at Laurelville means . . .

Involve! I commit myself to participate in
ministry through speech and actions that affirm and aid
all staff.

Life at Laurelville means . . .

Service! I commit myself to treat every person as
an important guest; expressed by my "can do"
responses and a friendly smile for everyone, everyday,
everywhere.

Life at Laurelville means . . .

Thanksgiving! I commit myself to pray for this
ministry and to thank God for answers to prayer.

Life at Laurelville means . . .

Readiness! I commit myself to be flexible and
adaptable in responding to guests and the concerns of
staff.

Life at Laurelville means . . .

Yes! I commit myself to welcome change as a
means of improving the ministry.

-
1. *As verified by my signature below*, I understand that if applying for a position requiring housing, I will be asked for family information in order for Laurelville to provide adequate housing.
 2. *By signing below*, I affirm my willingness to participate to the best of my ability in the Ministry of Laurelville through the Ministry Covenant.
 3. *By signing below*, I affirm that all information contained in this application is true to the best of my knowledge.
 4. *By signing below*, I release Laurelville to contact all listed employer and personal references.

SIGNATURE

Date: