



Position: \_\_\_\_\_ Date: \_\_\_\_\_

## Employment Application

*The Nevada Utah Conference of Seventh-day Adventists (NUC) is an equal opportunity employer which does not discriminate in employment policies and practices on the basis of race, national origin, gender color, age, disability, or any other basis prohibited by law. The employment practices of the church reflect religious preferences in harmony with the United States Constitution and controlling law, and it, therefore, hires only Seventh-day Adventist Church members in good standing.*

(Please print -- Complete all sections; Incomplete applications will not be accepted)

### Personal Information

|                        |            |                  |          |
|------------------------|------------|------------------|----------|
| Name (Last, First, MI) |            | Other names used |          |
| Address                | City       | State            | Zip Code |
| Home Phone             | Cell Phone | Email Address    |          |

### Church Standing

NUC requires employees to be members in good standing of the SDA Church.

Are you a baptized member of the Seventh-Day Adventist Church? Yes No

Church where membership is held: \_\_\_\_\_

Pastor's Name: \_\_\_\_\_

Have you ever been employed with the Nevada-Utah Conference? Yes No

If yes, date of employment (Start & End date): \_\_\_\_\_

Reason for Leaving: \_\_\_\_\_

### References

Please list a minimum of three non-relative references, who can provide character and employment references:

| Name | Phone Number | Email Address | Relationship |
|------|--------------|---------------|--------------|
| 1    |              |               |              |
| 2    |              |               |              |
| 3    |              |               |              |
| 4    |              |               |              |

**Education**

| Name of School and Address | Number of years completed | Course of Study | Did you graduate | Degree/Diploma |
|----------------------------|---------------------------|-----------------|------------------|----------------|
| 1                          |                           |                 |                  |                |
| 2                          |                           |                 |                  |                |
| 3                          |                           |                 |                  |                |
| 4                          |                           |                 |                  |                |

**Experience**

Please list all employment for the past 10 years. Attach additional sheet if needed.

|                            |              |                      |  |
|----------------------------|--------------|----------------------|--|
|                            |              |                      |  |
| Employer's Name            |              | Address              |  |
|                            |              |                      |  |
| Job Title                  |              | Job Responsibilities |  |
|                            |              |                      |  |
| Supervisor Name            | Phone Number | Okay to Contact?     |  |
|                            |              |                      |  |
| Dates Employed (From - To) |              | Reason for Leaving   |  |
|                            |              |                      |  |

|                            |              |                      |  |
|----------------------------|--------------|----------------------|--|
|                            |              |                      |  |
| Employer's Name            |              | Address              |  |
|                            |              |                      |  |
| Job Title                  |              | Job Responsibilities |  |
|                            |              |                      |  |
| Supervisor Name            | Phone Number | Okay to Contact?     |  |
|                            |              |                      |  |
| Dates Employed (From - To) |              | Reason for Leaving   |  |
|                            |              |                      |  |

|                 |         |
|-----------------|---------|
|                 |         |
| Employer's Name | Address |
|                 |         |

|                            |                      |                  |
|----------------------------|----------------------|------------------|
| Job Title                  | Job Responsibilities |                  |
| Supervisor Name            | Phone Number         | Okay to Contact? |
| Dates Employed (From - To) | Reason for Leaving   |                  |

**Additional Information**

List any other experience/skills that you believe contribute to your qualifications:

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I hereby certify that this application was completed by me and that all entries on it and information in it are true and complete to the best of my knowledge. I understand that false or misleading information given in this application, in my interview(s), or otherwise in the application process will void this application or subject me to discharge at any time. I expressly acknowledge and understand that in the absence of a written contract to the contrary, my status, if I am hired, will be that of an at-will employee having no contractual right, express or implied, to remain in the NUC's employ.

I also expressly acknowledge and understand that, as a not-for-profit religious organization, the NUC is exempt from state unemployment insurance. Therefore, its employees are not eligible to receive benefits for this programs.

I authorize the employing organization and its agents to confirm information supplied on this application and résumé and to conduct a background check to investigate my suitability for employment and authorize my prior employers and schools that I have attended, to disclose to NUC information contained in my personnel file. This investigation may include information on my character, general reputation, personal characteristics and mode of living. By signing below, I release all parties from all claims, damages and liability that may result from furnishing information about me to NUC and using that information in considering my employment application.

Please sign here indicating that you have read and agree to the above.

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Signature of Applicant

Date