

# PUEBLO RESCUE MISSION

P.O. Box 9167 • Pueblo, Colorado 81008 • (719) 299-4585 • www.pueblorescuemission.org

## APPLICATION FOR EMPLOYMENT

Date \_\_\_\_\_

Name \_\_\_\_\_ Phone \_\_\_\_\_  
(Last) (First) (Middle)

Address \_\_\_\_\_  
(Street) (City) (State) (Zip)

Email Address \_\_\_\_\_

If you are under 18 years of age can you provide a work permit?  Yes  No Salary desired \_\_\_\_\_

Position(s) applying for \_\_\_\_\_

How did you learn of this opening? \_\_\_\_\_ Date available for work \_\_\_\_\_

Type of employment desired (check all that apply):  
 Full-time  Part-time  Evenings  Days  
 Weekends  Nights  seasonal  Temporary

AVAILABILITY: Please indicate the times that you are usually available for work.

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday

### EDUCATION INFORMATION

Level of school you completed:  Elementary  Middle School  High School  2 Yrs. College  4 Yrs. College  Post-Grad

Did you complete high school?:  Yes  No DIPLOMA?  Yes  No GED?  Yes  No

Name of last high school attended \_\_\_\_\_ City & State \_\_\_\_\_

Are you currently a student?  Yes  No  Full Time  Part Time Major \_\_\_\_\_

If you are a student, what is your current status?  Freshman  Sophomore  Junior  Senior Other \_\_\_\_\_

Are you planning to pursue further studies?  Yes  No Explain \_\_\_\_\_

List other certifications, licenses, or specialized training:

	Name	City/State	Course of Study	Years Attended	Did you Graduate	Degree Certification
College						
Business, Tech or Trade						
Other						

## EMPLOYMENT HISTORY

List below your last four employers. Please begin with your current or most recent job first.

<b>1. EMPLOYER</b> _____		<b>Phone Number</b> _____
Address _____		
<b>Job Title</b> _____	<b>Dates of Employment</b> from _____	to _____ (mm/yyyy) (mm/yyyy)
<b>Salary</b> start _____ end _____	<b>Describe your duties and responsibilities</b> _____	
<b>Supervisor</b> _____	<b>Phone/Ext.</b> _____	<b>Title</b> _____
<b>Reason for leaving</b> _____		

<b>2. EMPLOYER</b> _____		<b>Phone Number</b> _____
Address _____		
<b>Job Title</b> _____	<b>Dates of Employment</b> from _____	to _____ (mm/yyyy) (mm/yyyy)
<b>Salary</b> start _____ end _____	<b>Describe your duties and responsibilities</b> _____	
<b>Supervisor</b> _____	<b>Phone/Ext.</b> _____	<b>Title</b> _____
<b>Reason for leaving</b> _____		

<b>3. EMPLOYER</b> _____		<b>Phone Number</b> _____
Address _____		
<b>Job Title</b> _____	<b>Dates of Employment</b> from _____	to _____ (mm/yyyy) (mm/yyyy)
<b>Salary</b> start _____ end _____	<b>Describe your duties and responsibilities</b> _____	
<b>Supervisor</b> _____	<b>Phone/Ext.</b> _____	<b>Title</b> _____
<b>Reason for leaving</b> _____		

<b>4. EMPLOYER</b> _____		<b>Phone Number</b> _____
Address _____		
<b>Job Title</b> _____	<b>Dates of Employment</b> from _____	to _____ (mm/yyyy) (mm/yyyy)
<b>Salary</b> start _____ end _____	<b>Describe your duties and responsibilities</b> _____	
<b>Supervisor</b> _____	<b>Phone/Ext.</b> _____	<b>Title</b> _____
<b>Reason for leaving</b> _____		

Please write the number(s) of any employer(s) you do not want us to contact

If your name has changed or you have gone by another name during any periods of employment, please list name(s):

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Can you, upon employment, provide genuine documentation establishing identity and eligibility to be legally employed in the United States?  Yes  No      Have you ever been convicted of a felony?  Yes  No

If yes, give dates and explain \_\_\_\_\_

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CONVICTION WILL NOT NECESSARILY DISQUALIFY AN APPLICANT FROM EMPLOYMENT.

## REFERENCES

*List one spiritual reference (#1), one professional reference (#2), and one personal reference (#3) none of whom are related to you.*

	Name	Email Address	Phone Number	Occupation	Years Known
#1					
#2					
#3					

**Please use the space below to share your Christian testimony:**

## APPLICANT'S CERTIFICATION

I hereby certify that the information contained in this application form is true and correct to the best of my knowledge and agree to have any of the statements checked by Pueblo Rescue Mission (PRM) or any of its agents unless I have indicated on this form to the contrary.

I understand and agree that:

- Any misrepresentation, falsification, or material omission of information on this application may result in my failure to receive an offer or, if I am hired, in my dismissal from employment.
- All offers of employment are conditioned on the provision of satisfactory proof of an applicant's identity and legal authority to work in the USA.
- A routine inquiry may be made during the processing of this application and I authorize PRM and their representatives to consult with administrators/supervisors/references and academic institutions with which I have been associated and with others who may have information bearing on my professional competence.

I release from liability P

RM as well as any and all individuals, corporations or organizations for furnishing such information.

I understand that because Pueblo Rescue Mission is a Christian ministry organization whose purpose is to share the gospel of Jesus Christ; employment with PRM is subject to acceptance, agreement, and subscription to the Statement of Faith.

In consideration of my employment, I agree to conform to the rules and standards of Pueblo Rescue Mission and that my employment and compensation can be terminated AT WILL, with or without cause, and with or without notice, at any time, either at my option or at the option of PRM.

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Date)

*Please type name above is submitting application electronically.*

Pueblo Rescue Mission is a 501(c)3, charitable, non-profit, Christian organization. As such, PRM exercises our legal rights as it relates to discrimination because of religious beliefs under a BFOQ. It is the policy of PRM to grant equal opportunities for employment to all qualified individuals without regard to race, color, sex, age, national origin, or non-job related handicap or disability.

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### For Pueblo Rescue Mission Use Only

APPLICATION RECEIVED BY: \_\_\_\_\_ DATE: \_\_\_\_\_

ROUTED TO: \_\_\_\_\_ DATE: \_\_\_\_\_ POSITION: \_\_\_\_\_

ROUTED TO: \_\_\_\_\_ DATE: \_\_\_\_\_ POSITION: \_\_\_\_\_

ROUTED TO: \_\_\_\_\_ DATE: \_\_\_\_\_ POSITION: \_\_\_\_\_

HIRED? YES \_\_\_ NO \_\_\_ POSITION: \_\_\_\_\_ START DATE: \_\_\_\_\_

COMMENTS: