

APPLICANT'S STATEMENT

I certify that answers given herein are true and complete to the best of my knowledge. I authorize investigation of all statements contained in this application for employment as may be necessary in arriving at an employment decision.

This application for employment shall be considered active for a period of time not to exceed 60 days. Any applicant wishing to be considered beyond this time period should inquire as to whether or not applications are being accepted at that time.

I hereby understand and acknowledge that, unless otherwise defined by applicable law, any employment relationship with this organization is of an "at will" nature, which means that the employee may resign at any time and that Miracle Hill Ministries, Inc. may discharge the employee at any time with or without cause. It is further understood that this "at will" employment relationship may not be changed by any written document or by conduct unless such change is specifically acknowledged in writing by an authorized executive of Miracle Hill Ministries, Inc.

In the event of employment, I understand that false or misleading information given in my application or interview(s) may result in discharge. I understand that I am required to abide by all rules and regulations of Miracle Hill Ministries, Inc.

I understand that an acceptable S.L.E.D./background & driving record MVR check may be required for some positions, and validation of Church affiliation for all positions.

I understand, also, that Miracle Hill Ministries, Inc. is a non-profit, religious organization that is registered by the Internal Revenue Service as a 501(c)(3) tax-exempt organization. As a religious organization Miracle Hill Ministries, Inc. reserves the right to hire individuals in accordance to standards set forth in the Miracle Hill Ministries, Inc. Employee Handbook and Policies. Please see Miracle Hill Ministries Doctrinal Statement & Qualifications for Employment under the Employment section of our web-site - www.miraclehill.org.

Signature of Applicant _____

Date _____

FOR HUMAN RESOURCES DEPARTMENT USE ONLY

Arranged Interview Yes No

Remarks _____

Employed Yes No Date of Employment _____

Job Title _____ Salary/Hourly Rate _____

Department _____ Supervisor _____

Notes _____

*Revised: September 2011



**Miracle Hill
MINISTRIES, INC.**

APPLICATION FOR EMPLOYMENT

We consider applicants for all positions without regard to race, color, sex, national origin, age, marital or veteran status, the presence of a non-job-related medical condition or handicap, or any other legally protected status. **All hiring is conditional upon passing a pre-employment (post-offer) drug screen.**

(PLEASE PRINT)

Date of Application _____

Last Name		First Name		Middle Initial	Social Security Number
Address		City		State	Zip Code
Telephone Number				Drivers License Number	
Position(s) Applied For				Full-Time	Part-Time Temporary

Have you ever filed an application with Miracle Hill Ministries, Inc.? Yes No

Have you ever been employed by Miracle Hill Ministries, Inc.? Yes No

If yes, when? _____ What department? _____

If you are related to any employee working at Miracle Hill Ministries, list name(s) below:

Are you currently employed? Yes No

If yes, may we contact your present employer? Yes No

Are you prevented from lawfully becoming employed in the United States? Yes No

Are you able and willing to travel if necessary? Yes No

Have you ever been convicted of a felony? Yes No

If yes, please explain _____

Are you physically and otherwise able to perform the duties of the position for which you are applying? Yes No

If no, please explain _____

Please list special skills acquired from employment or other experience:

For our tracking purposes, please check all applicable boxes:
 Female Hispanic
 Male Veteran
 White Asian
 Black American Indian
 Other
 This information is not required and will not affect our hiring decision.

TESTIMONY

Please give a brief statement of how and when you accepted Jesus Christ as Savior and Lord:

CHURCH NAME _____ **PHONE** _____

REFERENCES

Please list the names, addresses, and telephone numbers of three references who are not related to you:

Name	Address	Phone #

EDUCATION

School Name and Location	High School				College/University				Professional			
	9	10	11	12	1	2	3	4	1	2	3	4
Grade/Years Completed												
Diploma/Degree												
Describe Course of Study												
Describe Any Special Training												
Describe Any Honors												
Foreign Languages You Speak												
List Any Additional Information												

EMPLOYMENT EXPERIENCE

Begin with your present or most recent job. Include any job-related military assignment and volunteer activities. You may exclude organizations that indicate race, color, gender, national origin, handicap, or other protected status.

Employer _____ Dates Employed: From _____ To _____

Address _____ Phone Number _____

Job Title _____ Supervisor* _____ Hourly Pay _____

Reason for Leaving _____

Specific Duties _____

*If current employer, may we contact as a reference: Yes No

Employer _____ Dates Employed: From _____ To _____

Address _____ Phone Number _____

Job Title _____ Supervisor _____ Hourly Pay _____

Reason for Leaving _____

Specific Duties _____

Employer _____ Dates Employed: From _____ To _____

Address _____ Phone Number _____

Job Title _____ Supervisor _____ Hourly Pay _____

Reason for Leaving _____

Specific Duties _____

Emergency Contact _____

Relationship to Applicant _____ Phone Number _____

Thank you for your interest in employment at Miracle Hill Ministries, Inc. Your application will be forwarded to the Human Resources Department. We will evaluate your application relative to current job openings, and forward it to the appropriate departments for consideration.

If you have any questions, please contact Human Resources at 268-4357.