

Diocese of Portland, Maine
Employment Application

Parish / School / Facility _____ Town / City _____

Accommodations to enable all individuals to participate in the application process will be provided upon advance request.

Name: _____ Maiden Name: _____

Street Address: _____ City: _____ State: _____ Zip: _____

How long at current address: _____

Phone: Home () _____ Work () _____ Cell () _____ (optional)

Email: _____

What is your current position? _____

Where are you currently employed? _____

Work address: _____ City: _____ State: _____ Zip: _____

What parish do you belong to? _____ How long? _____

Driver's License: State _____ Number _____

Please list all your addresses in the past five years:

Have you ever lived in a state other than Maine:

If yes, please list states/dates (ex: Ohio 1998-2002)

For what position are you applying? _____

What interests you about the position for which you are applying?

What has prepared you for the position for which you are applying?

Employment History

Dates of Employment (Start with most recent)	Company name and address (city, state, zip)	Immediate supervisor (name & phone number)	Position Held	Reason for Leaving position
Started ____/____/____ Ended ____/____/____				
Started ____/____/____ Ended ____/____/____				
Started ____/____/____ Ended ____/____/____				
Started ____/____/____ Ended ____/____/____				

Education History				
Type of School	School name and address (city, state, zip)	Major / Degree	Did you graduate?	Number of years completed
High School				
College (undergraduate)				
University (graduate)				
Other				

References				
Reference name	Address	Daytime phone	How long have you known this person?	Has this person agreed to provide a reference?
Professional / Civic				
Professional / Civic				
Personal				
Other				

Have you ever been accused of physically, sexually, or emotionally abusing a child or an adult?

Yes / No _____ If yes, please explain _____

I affirm that the information in this application is true and complete, and any intentional deception herein may be considered sufficient cause for dismissal

My signature below indicates that I have read and understand all of the above.

Applicant Signature: _____ Date: ____ / ____ / ____

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