



Bismarck Diocese

PO Box 1575
Bismarck, ND 58502-1575

APPLICATION FOR EMPLOYMENT

| | | | |
|--|---|--|---|
| P E R S O N A L | Last Name, First, Middle Initial | | Date |
| | Street Address | | Home Telephone |
| | City, State, Zip | | Other Telephone |
| | Have you ever applied for employment with us before? <input type="checkbox"/> Yes <input type="checkbox"/> No If Yes: Month & Year Location | | Pay Expected |
| | Are you available for full-time work? <input type="checkbox"/> Yes <input type="checkbox"/> No If not what hours can you work? | | When will you be available to begin work? |
| | Are you legally eligible for employment in the United States? <input type="checkbox"/> Yes <input type="checkbox"/> No | | |
| | Other Special Training or skills (languages, office machines, Computer, etc.) | | |
| How did you learn of our organization? | | | |

| | | | | | | |
|--|--------------------------|------------------------------------|------------------------|-------------------------------|---|--------------------------|
| E D U C A T I O N | School | Name and Location of School | Course of Study | No. of Years Completed | Did you Graduate? | Degree or Diploma |
| | Graduate School | | | | <input type="checkbox"/> Yes <input type="checkbox"/> No | |
| | College/ University | | | | <input type="checkbox"/> Yes <input type="checkbox"/> No | |
| | Business/Trade Technical | | | | <input type="checkbox"/> Yes <input type="checkbox"/> No | |
| | High School | | | | <input type="checkbox"/> Yes <input type="checkbox"/> No | |
| | Elementary | | | | <input type="checkbox"/> Yes <input type="checkbox"/> No | |

EMPLOYMENT

Please give accurate, complete full-time and part-time employment record
Start with your present or most recent employer

| | | |
|--|----------------------|---|
| 1 | Employer | Telephone |
| | Address | Employed (month/year): From To |
| | Name of Supervisor | Weekly Pay: Start End |
| | Job Title and Duties | Reason for Leaving |
| 2 | Employer | Telephone |
| | Address | Employed (month/year): From To |
| | Name of Supervisor | Weekly Pay: Start End |
| | Job Title and Duties | Reason for Leaving |
| 3 | Employer | Telephone |
| | Address | Employed (month/year): From To |
| | Name of Supervisor | Weekly Pay: Start End |
| | Job Title and Duties | Reason for Leaving |
| 4 | Employer | Telephone |
| | Address | Employed (month/year): From To |
| | Name of Supervisor | Weekly Pay: Start End |
| | Job Title and Duties | Reason for Leaving |
| We may contact the employers listed above unless you indicate those you do not want us to contact. | | DO NOT CONTACT |
| | | <div style="display: flex; justify-content: space-between;"> <div>Employer:</div> <div>Reason</div> </div> <div style="display: flex; justify-content: space-between;"> <div>Employer:</div> <div>Reason</div> </div> |

| | |
|---|---|
| Previous Address: | How long at your present address? Yrs. Months |
| | How long at previous address? Yrs. Months |
| Do you have any relative or friends working for the Catholic Church? <input type="checkbox"/> Yes <input type="checkbox"/> No If "Yes" describe in full. | |
| S I G N A T U R E | The information provided in this Application of Employment is true, correct and complete. If employed, any misstatements or omission of fact on this application may result in my dismissal. I understand that acceptance of an offer of employment does not create a contractual obligation upon the employer to continue to employ me in the future. If you decide to engage an investigative consumer reporting agency to report on my credit or criminal history, I authorize you to do so. If a report is obtained, you must provide, at my request, the name of the agency so I may obtain from them the nature and substance of the information contained in the report. |
| | <div style="display: flex; justify-content: space-between;"> <div>_____ Signature</div> <div>_____ Date</div> </div> |