



337 W. Pomona Blvd, Monterey Park, CA 91754 | 323-888-6087 | gracecommunitympk.org

APPLICATION FOR EMPLOYMENT

Chinese Grace Baptist Church of Los Angeles, dba Grace Community Church of Monterey Park, dba Grace Community Christian Academy is a non-profit organization and a member of the Southern Baptist Convention.

JOB POSITION FOR WHICH I AM APPLYING: _____

PERSONAL INFORMATION

Name (Last) _____ (First) _____ Age (optional): _____

Residence Address _____ City _____ State _____ Zip Code _____ Home Phone _____ Pager No. (if available) _____

Mailing Address If Different From Residence _____

Can you provide proof of U.S. citizenship or legal residence when asked? Yes ___ No ___ (If No, explain below) _____

RELIGIOUS AFFILIATION

Are you currently a member of a church: No ___ Yes ___ How long? ___ Year ___ Month
Please provide church name, address, phone number and name of the pastor: _____

Have you been baptized? No ___ Yes ___ (By sprinkle ___ or immersion ___)

Name of the church and pastor at which you were baptized: _____

Briefly describe how you came to know Christ and your calling to serve: (Use the last page for additional space.) _____

WORK EXPERIENCE (List all jobs and periods of unemployment in the last ten years with current employment first. Use the last page for additional space.)

Employer #1 _____ Address _____ Phone Number _____

Job Title _____ Employment Period _____ Hrs/Week _____ Monthly Salary _____ Supervisor's Name and Title _____

Describe Responsibilities Briefly _____

Reason for Leaving _____

Employer #2 _____ Address _____ Phone Number _____

Job Title _____ Employment Period _____ Hrs/Week _____ Monthly Salary _____ Supervisor's Name and Title _____

Describe Responsibilities Briefly

Reason for Leaving

EDUCATION BACKGROUND

College or University	City, State	Major	Minor	Degree	Year
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College or University	City, State	Major	Minor	Degree	Year
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ADDITIONAL EXPERIENCE OR QUALIFICATIONS (List additional experience or qualifications you have that may assist you in performing the job)

SPECIAL SKILLS (List any special talents that you may have)

1. _____ 3. _____

2. _____ 4. _____

LAUNGUAGES (List all languages you are fluent in)

PERSONAL REFERENCES (Other than relatives and previous employers, give names of three persons you have known at least one year, with one being from a church Pastor or church leader)

Name (Last)	(First)	Address	Phone Number	Relationship
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Name (Last)	(First)	Address	Phone Number	Relationship
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Name (Last)	(First)	Address	Phone Number	Relationship
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AUTHORIZATION AND CERTIFICATION

I certify that the facts contained in this application are true and complete to the best of my knowledge.

I understand and agree that any misstatement or omission of material fact may cause forfeiture on my part of all rights to employment by Chinese Grace Baptist Church of Los Angeles dba Grace Community Church of Monterey Park.

I authorize investigation of all statements contained herein and the references and employers listed above to give you any and all information concerning my previous employment and any pertinent information they may have, personal or otherwise, and release the organization from all liability for any damage that may result from utilization of such information.

I further understand and agree that employment with Chinese Grace Baptist Church is at will and subject to termination by the organization.

I understand that by signing below, I pledge to perform all duties applicable to the position for which I am applying, in accordance to the Baptist Faith of the Southern Baptist Convention, By-Laws and common practices of Chinese Grace Baptist Church of Los Angeles dba Grace Community Church of Monterey Park and its affiliates.

Print (Last Name)

(First)

Signature

Date