

Unitarian Universalist Community of Casper Wyoming

APPLICATION FOR PAID EMPLOYMENT OR VOLUNTEER SERVICE

First Name **Last Name** **(Previous Names)**

Date of birth **Social Security #**

Home Address **City** **State** **Zip**

Phone number **email**

Type of work or position you are applying for: _____

Work History: Provide information about your last three jobs and indicate any employer you do not want contacted and the reason:

Dates of Employment	Name of Business	Supervisor's Name and phone #	Reason for Leaving

Volunteer History: Provide information about your volunteering experience:

Dates of Service	Name of Organization	Supervisor's Name and phone #	Type of work

Education and Skills:

Years Attended	Degree Y/N	Name of School	City and State	Area of Study

Provide three references who are not related to you and who have knowledge of your character, experience, work habits, and skills.

Name	Phone#	Relationship
-------------	---------------	---------------------

Name	Phone#	Relationship
-------------	---------------	---------------------

Name	Phone#	Relationship
-------------	---------------	---------------------

Complete if applying for a position which requires driving:

	Y	N
Do you have a valid driver's license? If yes, what state? _____ If yes, what type? _____		

Criminal Record: Have you ever been convicted of a crime, other than a minor traffic offence? (Note: a prior conviction is not an automatic bar to employment. The type of conviction and when it occurred will be evaluated by authorized church representatives before any decision is made)

Please explain: _____

Y N

Statement and Release:

I certify the information in the *Unitarian Universalist Community of Casper Wyoming's Application for Paid Employment or Volunteer Service* is true and complete and I understand that misrepresentation and/or withholding of information will result in the rejection of this application or my discharge if discovered after employment or service begins.

I authorize the *UUCommunity of Casper WY* to make inquiries regarding my history and character of prior employers, schools, volunteer agencies, etc. and hereby release employers, schools, or individuals from all liability in responding to inquiries in connection with my application; and I release the *UUCommunity of Casper, WY* from all liability with respect to such inquires.

I understand that if employed, and unless my employment is under a contract or agreement or covenant that indicates otherwise, I will be an employee 'at will' and may terminate my employment at any time with our without cause or notice and that the employer also has that right.

I understand no representative of the congregation other than the Board of Directors has any authority to enter into any agreement for employment for any specified period of time or to make any agreement contrary to the foregoing and that such agreement must be in writing.

If I am employed or engaged in volunteer services, I agree to abide by the *UUCommunity of Casper, Wyoming's* policies, rules and procedures and any changes thereto.

Applicant's Signature **Date**

Application received by:

Name **Title** **Date**