



NORTH METRO CHURCH

# EMPLOYMENT APPLICATION

Worksite Employer:  
North Metro Church

Platinum Colorado and the listed worksite employer are Equal Opportunity Employers. All applications for employment are considered without regard to race, religion, sex, national origin, age, family status, veteran status, disability, or any other legally protected status. Failure to complete this application in its entirety will result in this application to not be processed.

## PERSONAL INFORMATION

Name: \_\_\_\_\_

Social Sec. #: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Drivers License #: \_\_\_\_\_

State: \_\_\_\_\_

*Include Driver's License information if position includes driving as a job function*

Are you 18 or older?  Yes  No      If you are under 18 years of age, please state your age \_\_\_\_\_

Were you previously employed by us?  Yes  No      If yes, dates and location \_\_\_\_\_

Are you eligible for employment in the USA?  Yes  No      (Proof of eligibility will be required)

Names of friend(s) or relative(s) employed by us: \_\_\_\_\_

## EMPLOYMENT DESIRED

Position Desired: \_\_\_\_\_ Date you can start: \_\_\_\_\_

Salary Required: \_\_\_\_\_ How did you hear of this job? \_\_\_\_\_

Currently Employed?  Yes  No      Can we contact your present employer?  Yes  No

If required, can you work overtime?  Yes  No      Are there any days you cannot work?  Yes  No

## EDUCATION

School Level	Name and Location of School	No. Years Attended	Did You Graduate?	
High School				
College or Vocational				

**MILITARY SERVICE** Were you in the U.S. Armed Forces?  Yes  No      If yes, what branch? \_\_\_\_\_

Date of Duty: From: \_\_\_\_\_ To: \_\_\_\_\_      Rank at discharge \_\_\_\_\_

Indicate duties or special training in the service: \_\_\_\_\_

Please list any additional skills, certifications, or associations to which you belong that pertain to the position for which you are applying.

\_\_\_\_\_

**FORMER EMPLOYERS** (List below the last three Employers, starting with the most recent.)

1.	Employer	Telephone Number	Job Description:	
	Street Address	Employed From:	Starting Salary	Reason For Leaving
	City State Zip		\$	
		To:	Final Salary	Name of Supervisor
			\$	
2.	Employer	Telephone Number	Job Description:	
	Street Address	Employed From:	Starting Salary	Reason For Leaving
	City State Zip		\$	
		To:	Final Salary	Name of Supervisor
			\$	
3.	Employer	Telephone Number	Job Description:	
	Street Address	Employed From:	Starting Salary	Reason For Leaving
	City State Zip		\$	
		To:	Final Salary	Name of Supervisor
			\$	

**REFERENCES** (Give the names of three people not related to you, whom you have known at least one year.)

Name	Address	Business	Years Acquainted
1.			
2.			
3.			

**Acknowledgement and Agreement**

I certify that all statements given on this application are true and correct to the best of my knowledge. I agree that any false statements, misrepresentations or omissions of fact during the hiring process, may be grounds for denial of employment or if hired before discovery, my employment may be subject to termination.

I freely and voluntarily agree to submit to a drug test at any time as may be allowed by state or federal law as part of my application for employment and that any offer of employment is conditional upon passing said pre-employment testing. I also understand and agree that Platinum Colorado and/or my worksite employer reserves the right to require me to submit to an alcohol test and/or medical examination to the extent permitted by law. I further understand that refusal to submit to said drug and/or alcohol testing as are permitted by law, or the positive testing for prohibited drugs and/or alcohol in accordance with standards established by either state or federal law, may result in disciplinary action, including immediate suspension or termination of employment. Further, I understand that you may be requesting information from various federal, state, or other agencies which maintain records concerning my past activities relating to my driving, credit, criminal, civil and other experiences.

I understand and agree that if hired, I have the right to resign my employment at any time, with or without cause and that my employment may be terminated with or without cause or notice. I understand that this acknowledgement supersedes any prior oral or written understanding.

I understand that Platinum Colorado and/or the worksite employer may contact my previous employers, unless otherwise stated, and I authorize employers to disclose all records and other information pertinent to my employment and release them from liabilities that may result from such disclosure.

**I authorize, without reservation, any party or agency contacted by this employer to furnish the above-mentioned information.**

Date: \_\_\_\_\_

Signature: \_\_\_\_\_

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## INFORMED CONSENT AND RELEASE OF LIABILITY

I understand that in connection with my application for employment and, if hired, during my employment, a consumer report may be requested for employment purposes. All inquiries will be handled in compliance with applicable law including provisions of the Fair Credit Reporting Act, 15 U.S.C. Section 1681, et seq. I understand that the employment decision and my continued employment will be subject to the results of these inquiries. The report may include, but is not limited to, the following areas:

Verification of social security number; current/previous residences; employment history; education including transcripts; character references; credit history and reports when applicable; criminal records from any criminal justice agency in any/all federal, state, county, jurisdictions; motor vehicle records; and any other public records or to conduct interviews with third party's relative to my character, general reputation, or personal characteristics.

I hereby waive any and all written notice of disclosure that may be required by applicable local, state, or federal laws of my past and/or present employer(s), individuals, or institutions. In exchange for the consideration of my employment application by Platinum Colorado, I hereby release and forever discharge, without reservation, Platinum Colorado (including its directors, officers, employees, its agents, contractors, and subcontractors) and my past and/or present employers (their directors, officers, employees, and agents) from any liabilities that may result from an investigation of my past and/or present employment or from the disclosure of any information.

I further acknowledge that a telephone facsimile (FAX) or photographic copy of this document will be valid as original.

**THIS INFORMED CONSENT AND RELEASE PROVIDES THAT YOU KNOWINGLY AND VOLUNTARILY AGREE TO RELEASE CERTAIN PERSONAL RIGHTS. IT MAY BE ADVISABLE FOR YOU TO SEEK LEGAL COUNSEL PRIOR TO ENTERING INTO THIS AGREEMENT.**

**Signature of Applicant** \_\_\_\_\_

**Printed Name and Date** \_\_\_\_\_

Position Applied For \_\_\_\_\_

*Job Related Background Requirements:*

Credit       Statewide Criminal       County Criminal       MVR  
 References       Workers' Compensation       Education

**Employer: North Metro Church**

**COLORADO ANTI-DISCRIMINATION ACT  
NOTICE OF RIGHT TO BE FREE FROM DISCRIMINATION BECAUSE OF  
PREGNANCY, CHILDBIRTH, AND RELATED CONDITIONS**

Colorado state law protects employees and applicants from discrimination based on pregnancy, childbirth, and related health conditions. Federal law provides similar protections. Employees and applicants have the right under Colorado state law to request a reasonable accommodation for health conditions related to pregnancy or the physical recovery from childbirth. This workplace may not:

- refuse to grant you a reasonable accommodation unless it would prevent you from performing the essential functions of your job or create an undue hardship on this employer's business; or
- require you to take a reasonable accommodation that you have not requested; or
- require you to take a leave if another reasonable accommodation can be granted; or
- deny you employment opportunities or take adverse action based on your need, request, or use of a reasonable accommodation.

If you want to request a reasonable accommodation, or if you believe you have been discriminated against based on pregnancy, childbirth, or a related health condition, please contact your immediate supervisor or Human Resources.

**COLORADO ANTI-DISCRIMINATION ACT  
NOTICE OF RIGHT TO BE FREE FROM DISCRIMINATION BECAUSE OF  
PREGNANCY, CHILDBIRTH, AND RELATED CONDITIONS**

I acknowledge that I received and read a copy of the Colorado Anti-Discrimination Act Notice of Right to be Free from Discrimination Because of Pregnancy, Childbirth, and Related Conditions.

Employee Signature

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Printed Name

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Date \_\_\_\_\_