



STAFF EMPLOYMENT APPLICATION

2842 S. Market Street . Redding, CA 96001 . (530) 242-5920

In order to be considered for employment, you must complete all four pages (even if you provide a resume). Type or print legibly in ink.

PERSONAL DATA

Date _____

Name _____

Address _____

Telephone () _____ () _____ E-mail Address _____
Day Evening (if different)

Position(s) applying for _____

If interested in other positions, please specify those for which you are qualified: _____

Employment Desired ___ Full time ___ Part time ___ Either

Referral Source ___ Self ___ GNRM Employee ___ Church Bulletin ___ Newspaper
 ___ Other (please specify) _____

Date Available _____ Minimum Salary _____

SKILLS/TRAINING

Specify computer software you are capable of operating _____

Other Skills/Training for the position(s) sought: _____

EDUCATION

High school last Attended	Name of school City and State	Graduate?		Type of degree or diploma	Major Subject
		Yes	No		
College, university Or technical school	Name of school City and State				
Other (e.g., business, etc.)	Name of school City and State				

EMPLOYMENT EXPERIENCE

Starting with your present or last job, list all employers (attach additional sheets as needed).

Employer	Telephone ()	Dates employed		Work performed
Address		From	To	
Job Title	Supervisor		May we contact?	
Reason for leaving				
Employer	Telephone ()	Dates employed		Work performed
Address		From	To	
Job Title	Supervisor		May we contact?	
Reason for leaving				
Employer	Telephone ()	Dates employed		Work performed
Address		From	To	
Job Title	Supervisor		May we contact?	
Reason for leaving				

REFERENCES

List three persons, other than relatives who have knowledge of your work experience and/or education.		
NAME	PHONE	RELATIONSHIP

INFORMATION

If you are under 18, can you provide proof of your age? Yes No

Have you ever been employed by the Good News Rescue Mission (GNRM) before? Yes No If yes, when? _____

Have you ever been a party to a civil lawsuit as a result of an allegation that you committed sexual harassment, Sexual misconduct, or other immoral behavior or conduct? Yes No _____

Have you ever suffered discipline in an employment situation as a result of an allegation that you committed sexual harassment, sexual misconduct, or other immoral behavior or conduct? Yes No _____

Have you ever suffered discipline while working as a volunteer as a result of an allegation that you committed sexual harassment, sexual misconduct, or other immoral behavior or conduct? Yes No _____

If you answered yes to any of the three questions above, please describe the circumstances, the nature of the discipline, and identify the employer or volunteer organization and the supervisor responsible for applying the discipline in the space to the right of the question.

Are you eligible to work in the United States? Yes No
(Satisfactory proof of eligibility to work in the US is Required for employment with the Good News Rescue Mission.)

AUTHORIZATION & AGREEMENT

I hereby certify that the information contained in this application is true, correct, and complete to the best of my knowledge. I understand and agree that, if I am employed by the GNRM, and if I have provided inaccurate information on this application form, or at any other step of the application, interview, or pre-employment process, this may result in discharge from employment.

I hereby authorize the GNRM to conduct a review and investigation of my background, character and experience. I hereby and discharge the GNRM as well as all references, and any and all other persons who provide information to the GNRM regarding my background, character, experience, job performance, or otherwise, from any and all claims, expenses, demands, judgements, liability, loss, or injury, arising out of or relating to any information provided, whether accurate or inaccurate that might arise from any review or investigation conducted by the GNRM or which might arise from processing my application and conducting the background investigation referenced above. If I am hired, I will comply with the rules, policies and standards of the GNRM, as they may be amended by the GNRM from time to time at its discretion. If I am hired I understand that I am employed as an "at will" employee and may be dismissed at anytime without notice or a hearing. I hereby release the GNRM from any liability or damages arising out of its review and investigation as referenced herein above.

I acknowledge and agree that any offer of employment extended to me is contingent on my provision of satisfactory proof of my identity and eligibility to work in the United States.

Signature _____ Date _____

The Good News Rescue Mission seeks to comply in all personnel decisions, with federal, state and local laws prohibiting employment discrimination on the basis of race, color, national origin, gender, age, disability, and status as a veteran.