

APPLICATION FOR EMPLOYMENT

Four Corners Home for Children, Inc.
PO Box 1230
Farmington, NM 87499-1230



PERSONAL

Last Name	First	Middle Init.	Date
Street Address			Home Telephone ()
City	ST	Zip Code	Business Telephone ()
Position applied for:			Social Security Number - -
Date available to begin working:			Would you work part-time?
Name of church you attend:		Number of years attended there:	
List any skills, talents or experience you have acquired and would like to use at Four Corners Home for Children:			
Are you legally eligible for employment in the United States? <input type="checkbox"/> Yes <input type="checkbox"/> No			
Have you ever applied for employment/volunteering with Four Corners Home for Children? <input type="checkbox"/> Yes Date: _____ <input type="checkbox"/> No			
Have you been convicted of a crime (other than a misdemeanor) in the past ten years? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, please describe:			
If you are applying for a position where you will be working with children or living on Ministry grounds, Four Corners Home for Children is required to submit your fingerprints to the Department of Safety in Santa Fe, NM. Do you give your permission to be fingerprinted? <input type="checkbox"/> Yes <input type="checkbox"/> No			
Do you have any physical condition that would affect your ability to perform duties relating to the position you have applied for? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, how can we accommodate you?			
Would you agree to abstain from the use of alcohol and tobacco while on Ministry grounds or representing Four Corners Home for Children off grounds? <input type="checkbox"/> Yes <input type="checkbox"/> No			
If you are applying for the houseparent position, will you agree to serve for a minimum of one year in this work if given a call to come? <input type="checkbox"/> Yes <input type="checkbox"/> No			
Have you carefully read the by-laws of Four Corners Home for Children, Inc. and do you understand the general working of the corporation? <input type="checkbox"/> Yes <input type="checkbox"/> No			
Do you feel called of God to serve Him in your area on behalf of the Navajo people, in affiliation with Four Corners Home for Children? <input type="checkbox"/> Yes <input type="checkbox"/> No			

EDUCATION

School	Name & Address	Course of Study	Number of Years Completed	Did You Graduate?	Degree or Diploma
Graduate					
College					
Trade					
High School					

MILITARY

Have you served in the U.S. Armed Forces? Yes No

If yes, in what branch?

Describe any military training you have received that is relevant to the position for which you are applying:

EMPLOYMENT

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

I. Company Name

Telephone
()

Address

Employed from: _____
to: _____

Weekly pay start:\$ _____
end:\$ _____

Supervisor

Reason for Leaving

Job Title & Responsibilities

II. Company Name

Telephone
()

Address

Employed from: _____
to: _____

Weekly pay start:\$ _____
end:\$ _____

Supervisor

Reason for Leaving

Job Title & Responsibilities

III. Company Name:	Telephone ()	
Address	Employed from: _____ to: _____	Weekly pay start:\$ _____ end:\$ _____
Supervisor	Reason for Leaving	
Job Title & Responsibilities		
IV. Company Name:	Telephone ()	
Address	Employed from: _____ to: _____	Weekly pay start:\$ _____ end:\$ _____
Supervisor	Reason for Leaving	
Job Title & Responsibilities		

We may contact the organizations listed above unless you indicate you do not want them contacted.	
I.	<input type="checkbox"/> Do not contact. Reason:
II.	<input type="checkbox"/> Do not contact. Reason:
III.	<input type="checkbox"/> Do not contact. Reason:
IV.	<input type="checkbox"/> Do not contact. Reason:

REFERENCES			
Name & Address	Relationship	Phone #	For Office Use

Prospective employees will receive consideration without discrimination regardless of race, creed, color, sex, age, national origin, handicap or veteran status

The facts set forth in my application for employment are true and complete. I understand that if employed, false statements on this application shall be considered sufficient cause for dismissal. You are hereby authorized to make any investigation of my personal/professional work history.

Signature of Applicant

Please include a 1-2 page letter introducing yourself to the Ministry and give a testimony of your Christian experience

