



421 N 7th Street, Suite 700
 Philadelphia, PA 19123
 www.Missio.edu

APPLICATION FOR EMPLOYMENT

PLEASE COMPLETE PAGES 1-4

DATE _____

Name _____
Last First Middle Maiden

Present address _____
Number Street City State Zip

Home Phone : _____ Cell Phone: _____

E-mail Address: _____

Are you a citizen of the US or do you have the legal right to be employed
 in the United States? Yes No

Position applying for: _____

Salary desired: _____

Date available to start: _____

Employment desired FULL-TIME ONLY PART-TIME ONLY FULL- OR PART-TIME

| TYPE OF SCHOOL | NAME OF SCHOOL | LOCATION (Complete mailing address) | NUMBER OF YEARS COMPLETED | MAJOR & DEGREE |
|----------------------|----------------|--|------------------------------|-------------------|
| High School | | | | |
| College | | | | |
| Bus. or Trade School | | | | |
| Professional School | | | | |

Work Experience Please list your work experience for the **past five years** beginning with your most recent job held. If you were self-employed, give firm name. **Attach additional sheets if necessary.**

| | | |
|--|-------------------------|------------------|
| Name of employer Address City, State, Zip Code Phone number | Name of last supervisor | Employment dates |
| | | From To |
| | Your last job title | |
| Reason for leaving (be specific) | | |
| List the jobs you held, duties performed, skills used or learned, advancements or promotions while you worked at this company. | | |

| | | |
|--|-------------------------|------------------|
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| | | |
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| Name of employer Address City, State, Zip Code Phone number | Name of last supervisor | Employment dates |
| | | From To |
| | Your last job title | |
| Reason for leaving (be specific) | | |
| List the jobs you held, duties performed, skills used or learned, advancements or promotions while you worked at this company. | | |

May we contact your present employer? Yes No

Did you complete this application yourself Yes No

If not, who did? _____

Please read the following statement carefully before signing:

- I certify that the information I have provided on this application is true, accurate and complete to the best of my knowledge.
- I understand that any false statement, misrepresentation or willful omission of facts may prevent my being hired or, if hired, may cause termination from employment.
- I understand that if I am employed, my employment is at-will and may be terminated by myself or by the company at any time for any reason or no reason at all.
- I authorize Missio Seminary to conduct work history, personal reference, motor vehicle records checks, or other criminal background inquiries to determine my acceptability for employment, and I release from liability any person giving or receiving any such information.
- If hired, I will furnish documents required on Form I-9, Employment Eligibility Verification.
- If hired I agree to observe all rules, regulations and policies of Missio Seminary.

I have read and understand the above.

Signature of applicant _____

Date: _____

Thank you for completing this application form and for your interest in Missio Seminary.