



Montgomery Presbyterian Conference Center

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Starke, FL 32091
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www.montgomerycenter.org

Employment Application

Position Desired: _____
Application Date: _____

General Information

Last Name: _____ First Name: _____ M / F
Social Security #: _____ E-Mail: _____
Permanent Address: _____
Street City State Zip
Current Address: _____
Street City State Zip
Permanent Phone: () _____ Other Phone: () _____

Education

List levels of education and any other training that qualifies you for the position desired.

School	Location(City & State)	Area of Study	Start and Completion Dates	Degree or Certificate Earned

Employment History

List your present or most recent employers, positions held and contact information for background checks.

Employer	Location(City & State)	Position Held	Dates of Employment	Supervisor	Contact Phone

References

Please list three (3) references other than relatives who can attest to your character and ability to do the job for which you are applying.

Name: _____ Relationship: _____

Address: _____
Street City State Zip

Phone: () _____ E-Mail: _____

Name: _____ Relationship: _____

Address: _____
Street City State Zip

Phone: () _____ E-Mail: _____

Name: _____ Relationship: _____

Address: _____
Street City State Zip

Phone: () _____ E-Mail: _____

Background Information

Position Desired: _____ Dates Available: _____

Have you read and do you understand the job description for the position you desire? Yes No

Is there any reason that you could not perform the duties described in the job description of the position you desire? Yes No If yes, explain: _____

Do you have a valid driver's license? Yes No Number: _____ State: _____

Have you ever been convicted of an offense, or is there a case pending, involving the abuse of children or are there any facts or circumstances involving you or your background that would call into question your working around children? Yes No If yes, please explain (date, place, charge, circumstances, etc.) Use additional paper if necessary. _____

I certify that the information contained in this application is correct to the best of my knowledge. I authorize investigation of any of the information herein as well as any information regarding my character and/or ability to work around children. I also give permission to Montgomery Presbyterian Conference Center (MPCC) to perform a criminal background check with any law enforcement or investigative agency. I understand that, if employed, I will be an at-will employee and periodically be subject to drug testing in accordance with Montgomery Presbyterian Conference Center policies. I also understand that untrue, misleading or omitted information herein may result in dismissal, regardless of the time of discovery by Montgomery Presbyterian Conference Center.

Signature: _____ Date: _____