

# Capay Friends Church

## Application for Employment

Position(s) applied for _____	Date of Application ____/____/____		
Name _____	_____	_____	
_____	_____	_____	
Address _____	_____	_____	_____
_____	_____	_____	_____
Telephone (    ) _____	Mobile/Cell/Other (    ) _____		
Email _____			

### PERSONAL

Have you ever filed an application with us before?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	If yes, please indicate date.	____/____/____
Have you ever been employed with us before?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	If yes, please indicate date.	____/____/____
Are you currently employed?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	May we contact your current employer?	<input type="checkbox"/> Yes <input type="checkbox"/> No
How did you learn about our church?	<input type="checkbox"/> Website	<input type="checkbox"/> Website Name:	<input type="checkbox"/> Employee Referral	<input type="checkbox"/> Employee Name
Are you at least 18 years of age?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	What date can you begin work?	____/____/____
Are you able to work:	<input type="checkbox"/> Full-time	<input type="checkbox"/> Part-time	<input type="checkbox"/> Temporary	Can you travel if the job requires it? <input type="checkbox"/> Yes <input type="checkbox"/> No
If employment is offered, can you submit verification of your legal right to work in the United States?	<input type="checkbox"/> Yes	<input type="checkbox"/> No		
Have you ever had any job related training in the United States Military?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	If yes, please describe,	_____ _____ _____
Have you ever been dismissed or forced to resign?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	If yes, please explain,	_____ _____ _____
Are you able to perform the tasks of the position for which you are applying (as either stated in a job description and/or described to you) with or without an accommodation?	<input type="checkbox"/> Yes	<input type="checkbox"/> No		

**EQUAL OPPORTUNITY EMPLOYER**

## EMPLOYMENT HISTORY

Provide the following information of your past and current employers, assignments or volunteer activities, starting with the most recent (use additional sheets if necessary). Please supply at least 4 positions you have held or your job history for the last 10 years, whichever is greater.

EMPLOYER	TELEPHONE # (      )	SUMMARIZE THE TYPE OF WORK PERFORMED AND JOB RESPONSIBILITIES	
ADDRESS			
DATES EMPLOYED	FROM	TO	
STARTING JOB TITLE / FINAL JOB TITLE			
IMMEDIATE SUPERVISOR and TITLE			
REASON for LEAVING			
EMPLOYER	TELEPHONE # (      )	SUMMARIZE THE TYPE OF WORK PERFORMED AND JOB RESPONSIBILITIES	
ADDRESS			
DATES EMPLOYED	FROM	TO	
STARTING JOB TITLE / FINAL JOB TITLE			
IMMEDIATE SUPERVISOR and TITLE			
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IMMEDIATE SUPERVISOR and TITLE			
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EMPLOYER	TELEPHONE # (      )	SUMMARIZE THE TYPE OF WORK PERFORMED AND JOB RESPONSIBILITIES	
ADDRESS			
DATES EMPLOYED	FROM	TO	
STARTING JOB TITLE / FINAL JOB TITLE			
IMMEDIATE SUPERVISOR and TITLE			
REASON for LEAVING			

## EDUCATIONAL BACKGROUND

A. List the last three (3) schools attended, starting with the most recent.    B. List number of years completed.  
 C. Indicate degree or diploma earned, if any.    D. Grade Point Average or Class Rank    E. Major Field of Study  
 F. Minor Field of Study (if applicable).

A. SCHOOL	B. NUMBER OF YEARS COMPLETED	C. DEGREE DIPLOMA	D. GPA CLASS RANK	E. MAJOR	F. MINOR

**SKILLS AND QUALIFICATIONS**

Summarize any special training skills, licenses and/or certificates that may qualify you as being able to perform job-related functions in the position for which you are applying or in other positions within a church or camp setting.

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**REFERENCES**

List four adult individuals (2 employers or teachers and 2 personal) that you can use as personal references (No relatives or peers, please). These people should be familiar with your character and qualifications for the position(s) you are applying for.

NAME	TELEPHONE	NUMBER OF YEARS KNOWN
1. Employer and/or Teacher	(     )	
2. Employer and/or Teacher	(     )	
3. Personal	(     )	
4. Personal	(     )	

List any other information you would like us to consider: \_\_\_\_\_

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**Capay Friends Church's Foundational Beliefs**

Please see pages 5 & 6 of this document.

Capay Friends Church (CFC) operates in compliance with the provisions of all applicable federal and state nondiscrimination laws and regulations including, but not limited to, Titles VI and VII of the Civil Rights Act of 1964, the Age Discrimination in Employment Act of 1967, the Equal Pay Act, the Americans with Disabilities Act of 1990 and any applicable sections of the California Labor Code. These acts and/or sections prohibit discrimination, included but not limited to, the basis of the applicant's age, race, color, sex, religion, national or ethnic origin, and physical or mental disability.

However, as a private, Christ-oriented, bible-believing church, Capay Friends Church reserves the right to exercise preference on the basis of religion in all of its employment decisions. No questions on this application or in the hiring process are intended to secure information to be used for the purpose of discrimination on any prohibited grounds. The following information will assist in selecting employees who can contribute to the objectives and guidelines of CFC.

At Capay Friends Church we desire to have a distinctly Christ-focused atmosphere and influence. Ministry team members participate in leading attendees, visitors and other staff in these and other Christian activities. All staff is expected to live exemplary Christian lives before other staff and the congregation alike. In applying for a ministry staff or other position, you are subscribing to a high moral, ethical and spiritual lifestyle and give assurance that you will try to lead employees, staff and congregation members in both word and deed, to practical, real faith for themselves. **Therefore, to help us better understand your beliefs and Christian experience, please answer the following questions in your own words, typed on an additional sheet of paper(s).**

Lastly, please find attached the FOUNDATIONAL BELIEFS which outlines the spiritual beliefs of Capay Friends Church. All beliefs are listed and founded in God's Word, the Bible. We ask that you read and sign the attached copy of the FOUNDATIONAL BELIEFS and include it with your returned application.

1. Summarize how you came to know Jesus Christ as both your Lord and Savior.
2. In what specific ways does your Christian faith affect your daily life?
3. Have you ever had a time of serious or extended spiritual stumbling in your life? What was it and how was it resolved?
4. Would you be willing to refrain from teaching or sharing beliefs that are not common to the doctrines held by Capay Friends Church?  

Circle one:      YES                      NO      If no, please share your reasons.
5. Specifically, what are your three greatest strengths of character? How are they displayed in your life? Specifically, what are your three greatest weaknesses of character? How have they been displayed in your life and what are you currently doing to overcome them?
6. Why do you want to serve at Capay Friends Church?
7. Is there anything else you want us to know about you in considering you for a position at CFC?

I certify that what I have shared about myself and my spiritual walk is both true and complete to the best of my knowledge.

I certify that I am in agreement with the CFC doctrinal statement of faith and that I support the standards of conduct listed. If there are any disagreements, please check here – and explain on an attached sheet of paper.

I further understand that I am required to abide by all the rules, regulations, standards of conduct, and employment policies of CFC and that CFC retains the right in its sole discretion to change any of its rules, regulations, and standards of conduct or employment policies at any time, without prior notice or without my consent.

Lastly, I pledge myself to preserve the good name of Capay Friends Church, to preserve and protect its physical properties and possessions, and to cooperate with all members of the CFC community in maintaining a spirit of Christian fellowship and service.

Signature of Applicant \_\_\_\_\_ Date \_\_\_\_\_



**REACH**



**CONNECT**



**GROW**



**SERVE**



**WORSHIP**

# Foundational Beliefs

## **GOD**

God has always existed and reveals Himself as: God the Father, God the Son (Jesus Christ) and God the Holy Spirit. These three are equal and are one God.

(Romans 9:5; II Corinthians 13:14; Ephesians 3:14-19; Deuteronomy 6:4-5)

## **GOD THE FATHER**

God the Father is the creator of the universe and is a personal God, who desires a relationship with all people. He is a supernatural being, who has always existed. He is the ruler of all creation, who also hears and answers prayer. He is perfect in holiness, wisdom, power and love.

(Genesis 1:1; Psalm 89:26; Isaiah 9:6; John 6:27, 45-46; I Corinthians 8:6; II Corinthians 1:3; Galatians 4:6; Ephesians 5:20)

## **GOD THE SON**

Jesus Christ is God's only begotten son. We believe in His conception by the Holy Spirit, His virgin birth, sinless life, miracles and teachings and that He offered Himself as the perfect sacrifice for the sins of all people by dying on the cross. He rose from the dead on the third day to demonstrate His power over sin and death. He ascended to heaven and will return again to earth to reign as King and Lord.

(Ephesians 4:1-8; Isaiah 9:6; John 1:1-5; I John 5:20; Isaiah 53:3-12)

## **GOD THE HOLY SPIRIT**

The Holy Spirit is present in the world to make people aware of their need for Jesus Christ. He also lives in every Christian from the moment of salvation. He provides the Christian with power for living, understanding of spiritual truth and guidance in doing what is right.

(John 14:16-17, 26, 15:26, 16:7-14; Galatians 5:18, 22-25; Acts 1:8; I Corinthians 6:19-20)

## **THE BIBLE**

The Bible is God's Word to all people, written by human authors through the guidance of the Holy Spirit. It is the foundational source of truth and authority for all Christian beliefs and living. God inspires it without error.

(John 17:17; II Timothy 3:16-17; Psalm 119:105; Proverbs 30:5)

## **THE CHURCH**

The true church is composed of all people who trust in Jesus Christ as their personal Lord and Savior. Believers are united together in the "Body of Christ" of which Jesus Christ is the head. Friends Church is a group of believers in Christ, who have organized themselves for doing the work of God's ministry. Our church is responsible to provide opportunities for fellowship, growth, teaching and serving by using one's spiritual gift.

(Romans 12:5; I Corinthians 12:12-28; Ephesians 3:6, 4:11-16, 5:23)

## **COMMUNION**

Our relationship to God as believers provides us with the privilege of moment-by-moment communion with God. It is this silent communion of our spirit with the Spirit of God that is essential to our continued walk with Him.

(John 6:33, 48, 51, 14:16; Romans 8:11; Ephesians 3:14-17a; II Corinthians 13:5; Revelations 3:20)

The "Lord's Supper" is a time of remembering the death of the Lord Jesus Christ and for examining one's life. The taking of the elements does not result in spiritual benefit but provides the believer with a physical method of remembrance in a Scripturally approved manner.

(I Corinthians 11:23-28, 10:16-17; Luke 22:17-20)

Friends Church teaches the necessity of spiritual baptism and communion and provides for water baptism and the Lord's Supper for those whose conscience would lead them to partake.

## **BAPTISM**

At the moment we become Christians we are baptized into the body of Christ, and this spiritual baptism is totally sufficient for the believer.

(Mark 1:8; Ephesians 4:4-6; Romans 6:3-4; Colossians 2:11-12; Luke 3:16; I Peter 3:21)

The physical act of water baptism by immersion after accepting Christ as personal Lord and Savior is not needed for salvation or spiritual standing, but it is a person's testimony of death to sin and resurrection to a new life in Christ.

(Acts 2:28, 8:12, 16, 36-39, 10:47; Matthew 28:16-20)