



A Power for Good

# Missionary Servants of the Most Blessed Trinity

## Employment Application

Name \_\_\_\_\_

Street Address \_\_\_\_\_

Primary Phone # \_\_\_\_\_ Email Address \_\_\_\_\_

Position Applying for: \_\_\_\_\_

Hours Desired: Full-Time  Part-Time  Can you work overtime if requested: Yes  No

If Part-time, hours you can work: Morning  Afternoon  Nights  Evenings

How did you hear of this opening: Online  Church Bulletin  Other

Employee referral: Yes  No  Name: \_\_\_\_\_

Were you previously employed by MSBT: Yes  No

If so, position and dates \_\_\_\_\_ / \_\_\_\_ / \_\_\_\_

If you are under 18 years of age, do you have the required work permit: Yes  No

### License (if applicable)

Type	Number	Expiration Date	State/Issuing Organization

### Education

School Name & Address	Diploma/Degree	Did you Graduate?	Areas of Study

Any Additional Information for Consideration \_\_\_\_\_

### Employment History

(List most recent first)

Employer \_\_\_\_\_ Telephone \_\_\_\_\_

Job Title \_\_\_\_\_

Employed From \_\_\_\_\_ To \_\_\_\_\_ Reason for Leaving \_\_\_\_\_

List Responsibilities \_\_\_\_\_

\_\_\_\_\_

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 Employer \_\_\_\_\_ Telephone \_\_\_\_\_  
 Job Title \_\_\_\_\_  
 Employed From \_\_\_\_\_ To \_\_\_\_\_ Reason for Leaving \_\_\_\_\_  
 List Responsibilities \_\_\_\_\_

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 Employer \_\_\_\_\_ Telephone \_\_\_\_\_  
 Job Title \_\_\_\_\_  
 Employed From \_\_\_\_\_ To \_\_\_\_\_ Reason for Leaving \_\_\_\_\_  
 List Responsibilities \_\_\_\_\_

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 List the name and telephone number of three (3) business/work references who are not related to you and who are not previous supervisors who would be qualified to discuss your work performance for the position for which you have applied.

Name	Telephone Number	Relationship	Years Known

In compliance with federal law, all persons hired will be required to verify eligibility to work in the United States and to complete the required employment eligibility verification form upon hire.

MSBT is an equal opportunity employer. MSBT does not discriminate in employment on account of race, color, religion, national origin, citizenship status, ancestry, age, sex (including sexual harassment), sexual orientation, marital status, physical or mental disability, military status or unfavorable discharge from military service.

I understand that neither the completion of this application nor any other part of my consideration for employment establishes any obligation for MSBT to hire me. If I am hired, I understand that either MSBT or I can terminate my employment at any time and for any reason, with or without cause and without prior notice. I understand that no representative of MSBT has the authority to make any assurance to the contrary.

I attest with my signature below that I have given to MSBT true and complete information on this application. I authorize MSBT to contact references provided for employment reference checks. If any information I have provided is untrue, or if I have concealed material information, I understand that this will constitute cause for the denial of employment or immediate dismissal.

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

Please mail this completed Employment Application to:

Missionary Servants of the Most Blessed Trinity • Human Resources  
 3501 Solly Avenue • Philadelphia, PA • 19136