

## ARCHDIOCESE OF LOS ANGELES

## **EMPLOYMENT APPLICATION**

The Archdiocese recruits, hires and promotes on the basis of merit, competence and qualifications, without being influenced by race, color, national origin, ancestry, physical disability, mental disability, medical condition, marital status, sex, age, pregnancy, or veteran status. The Archdiocese reserves the right to be the sole judge of merit, competence and qualifications and can favor Catholic applicants in all employment decisions based on religious preferences and other religious needs, criteria and policies.

Please Print or		1	N 4" 1 11	I D-1-				
Last Name	Fi	rst	Middle	Date				
Street Address				Home Phon	е			
City, State, Zip Code					Cell Phone			
Position Desired					E-mail Address			
Date Available	Salary Desired	Able to Work		earn of this openir	ng?			
Date Available	Galary Desired	Overtime?	•	sam or this openii	ıy:			
Are you a practicin  YES NO		If "YES", Par	ish	Location				
Have you ever bee	en employed by the Archdioce	ese? If "YES" Wh	en	Where				
Do you have any re	elatives who currently work for	or the Archdiocese?	YES NO I	YES, please iden	tify them below:			
Name of relative		Location		Current Role				
Name of relative Are you able to pe	rform the essential functions	Location of the job for which yo	u are applying with or	Current Role without accommo				
YES NO			, 0					
If you need an acc	ommodation, what type of ac	commodation do you	equire?					
	ovide proof of eligibility to wo	ork in the United States	s? Are yo	u under the age o	f 18?			
YES NO	, ,		☐ Y	S NO				
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## PLEASE PRINT: All blanks must be completed; "see resume" is not permissible. Complete all areas even if a resume is included with your application. Start with most recent or present employer. Include part time and self-employment. Explain periods of non-employment below. Employed (State Month & Year) Company Name From To Address Telephone Position/Title Supervisor ☐ Full Time ☐ Part Time Salary Start Last Describe Your Duties & Responsibilities Reason for Leaving If "NO", why? May we contact this employer? ☐ YES □ NO Company Name Employed (State Month & Year) From To Address Telephone Position/Title Supervisor Salary ☐ Full Time ☐ Part Time Start Last Describe Your Duties & Responsibilities Reason for Leaving If "NO", why? YES NO May we contact this employer? Company Name Employed (State Month & Year) From To Address Telephone Position/Title Supervisor Salary ☐ Full Time ☐ Part Time Start Last Describe Your Duties & Responsibilities Reason for Leaving If "NO", why? May we contact this employer? ☐ YES ☐ NO Company Name Employed (State Month & Year) From Address Telephone Position/Title Supervisor Salary Full Time Part Time Start Last Describe Your Duties & Responsibilities Reason for Leaving If "NO", why? May we contact this employer? Please explain periods of unemployment. (From/To) If you are applying for a position where driving is a requirement of the job, please answer the following questions: Do you have a valid driver's license? YES NO License # Issuing State Exp. Date Do you have a valid auto insurance? YES NO If "NO", why? Please read carefully and initial each statement below before signing: I understand that the Archdiocese of Los Angeles is a Roman Catholic religious organization and that all employees are expected to respect the values, teachings and morals of the Church. I certify that the information presented in this application form is true and complete. I understand that any false statements are sufficient cause for disqualification or, if hired, termination. I give the Archdiocese permission to contact the references and employers listed or provided except where specifically indicated to the contrary. I understand that the Archdiocese is exempt from State Unemployment and Disability programs. I understand that as a condition of employment, I must provide proof of my legal right to work in the United States in

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SIGNATURE DATE

Revised 7/14/2014

the Archdiocese, can terminate my employment at any time, with or without cause or notice.

I understand that my employment is at will and this employment application is not a contract of employment and that I, or

I understand employment may depend upon the results of reference checks, fingerprinting clearance, and/or physical

accordance with the Immigration Act of 1986.

and pre-employment tests including drug screening.