

# ROMAN CATHOLIC DIOCESE OF AMARILLO APPLICATION FOR EMPLOYMENT

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## **PRE-EMPLOYMENT STATEMENTS OF UNDERSTANDING:**

1. The ROMAN CATHOLIC DIOCESE OF AMARILLO is an Equal Opportunity Employer.
2. I understand: I am not being offered employment when I complete and submit this application.
3. I understand that employment with the diocese is on an at will-basis.
4. The Diocese is a church related non-profit organization. We do not pay unemployment insurance.
5. I voluntarily give the Church/Diocese the right to make a thorough investigation of my current and former employment, education, and or activities. I release from all liability or responsibility all persons, companies or corporations supplying such information.
6. I agree the entire contents of this application form, as well the report of any such investigations, may be used by the diocese for any administrative purpose.
7. I understand that **any false answers or statements** made by me on this application, any supplemental resume, or in my personal interview will be sufficient grounds for immediate termination.

**Applicant's Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Printed Name:** \_\_\_\_\_

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**PERSONAL INFORMATION**

DATE OF APPLICATION: \_\_\_\_\_

**Name:**

\_\_\_\_\_ Last First Middle

**Address:**

\_\_\_\_\_ Street (Apt) City, State Zip

**Alternate Address:**

\_\_\_\_\_ Street City, State Zip

**Contact Information:**

( ) ( )  
Home Telephone Mobile Email

***How did you learn about the DIOCESE OF AMARILLO?***

**POSITION SOUGHT:** \_\_\_\_\_

**Available Start Date:** \_\_\_\_\_

**Desired Pay Range:** \_\_\_\_\_  
By Hour or Salary

**Are you currently employed?** \_\_\_\_\_

**EDUCATION**

	Name and Location	Graduate? – Degree?	Major / Subjects of Study
High School			
College or University			
Specialized Training, Trade School, etc...			
Other Education			

**Please list your areas of highest proficiency, special skills or other items that may contribute to your abilities in performing the above mentioned position. Please mention if you are bi-lingual.**

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**Printed Name:** \_\_\_\_\_

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References (Four)

Please include name, phone number and circumstances of your acquaintances. Exclude relatives and former employers.

	Name	Phone Number	Circumstance of you acquaintance
1.			
2.			
3.			
4.			