



**GALVESTON-HOUSTON ARCHDIOCESE
 OUR LADY QUEEN OF PEACE CATHOLIC SCHOOL
 1600 HIGHWAY 2004, RICHWOOD, TEXAS 77531
 979-265-3909 FAX 979-265-9780**

APPLICATION FOR EMPLOYMENT
 DATED: _____

PERSONAL	PRINT NAME _____				SOCIAL SECURITY NO. _____		
	LAST	FIRST	MIDDLE	MAIDEN			
	ADDRESS _____						
	NUMBER _____			STREET _____			
	CITY _____		STATE _____		ZIP CODE _____		
	HOME PHONE _____		CELL PHONE _____		EMAIL ADDRESS _____		
NOTIFY IN CASE OF EMERGENCY _____							
NAME _____		RELATIONSHIP _____		ADDRESS _____		DAYTIME PHONE _____	
JOB INTEREST	POSITION DESIRED _____			REFERRED BY _____			
	DATE AVAILABLE _____			SALARY DESIRED _____			
	LIST NAMES OF RELATIVES EMPLOYED BY THE ARCHDIOCESE OF GALVESTON-HOUSTON _____						
	WERE YOU EVER EMPLOYED BY THE CATHOLIC CHURCH? _____ IF YES, WHERE AND WHEN? _____						
	HAVE YOU ANY PHYSICAL LIMITATIONS THAT PROHIBIT PERFORMANCE OF WORK FOR WHICH YOU ARE BEING CONSIDERED? PLEASE DESCRIBE: _____						
EDUCATION	NAME _____		LOCATION _____		DEGREE/MAJOR _____	YEAR GRADUATED CREDITS/HOURS _____	
	HIGH SCHOOL _____						
	COLLEGE _____						
	OTHER _____						
	FOREIGN LANGUAGE _____			FLUENCY IN SPEAKING _____ WRITING _____			
	OTHER SPECIALIZED SKILLS _____						
	HOBBIE: _____						
LIST TEACHING CERTIFICATIONS: _____							

**PLEASE LIST ALL EMPLOYMENT STARTING WITH THE MOST RECENT
PLEASE ACCOUNT FOR ALL PERIODS, INCLUDING UNEMPLOYMENT**

EXPERIENCE	STATE BRIEFLY ANY SPECIAL EXPERIENCE OR QUALIFICATIONS:					
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HAVE YOU EVER BEEN CONVICTED OF A FELONY WITHIN THE LAST 5 YEARS? YES ___ NO ___ DESCRIBE _____						
	DATES MONTH/ YEAR	EMPLOYER'S NAME ADDRESS AND PHONE NUMBER	1 JOB TITLE 2 DEPARTMENT 3 NAME OF SUPERVISOR	DESCRIBE MAJOR DUTIES	WAGES	REASON FOR LEAVING
	FROM				STARTING	
	TO				FINAL	
	FROM				STARTING	
	TO				FINAL	
	FROM				STARTING	
	TO				FINAL	

REFERENCES

NAME	OFFICE AND RESIDENTIAL PHONE NUMBERS	OCCUPATION

Pre-Employment Understanding

I voluntarily give the Archdiocese the right to make a thorough investigation of my current and former employment and activities and release from all liability or responsibility all persons, companies or corporations supplying such information.

I agree that the entire contents of this application form, as well as the report of any such investigation, may be used by the Archdiocese for any administrative purpose.

I further understand that any false answers or statements made by me on this application or any supplement thereto, or in connection with the above-mentioned investigation, will be sufficient grounds for immediate discharge.

Applicant's Signature _____ Date _____
The Archdiocese of Galveston-Houston is an Equal Opportunity Employer

INTERVIEW COMMENTS
INTERVIEWER: _____

HIRED _____ POSITION _____ SALARY _____ DEPARTMENT _____
SPECIAL ARRANGEMENTS _____

