



The Diocese of Davenport

Application for Employment

Last Name	First	Middle
Street Address		
City, State, Zip		

Position Sought: _____ Available Start Date: _____

Desired Pay Range: _____ Are you Currently Employed? _____

<p>Have you ever been employed by the Diocese of Davenport, or any Catholic Diocese? Yes _____ No _____ If "Yes", please state when and where</p>
<p>If hired, can you furnish proof that you are either a U.S. Citizen, or otherwise legally permitted to work in the United States? Yes _____ No _____</p>
<p>Have you ever been convicted of a felony? Yes _____ No _____ If "Yes", Please explain.</p>

Name and Location of School	No. Years	Major	Degree/Date
High School			
College			
Graduate School			
Professional Trade or Other			

REFERENCES

List 3 references who can speak of your ability to perform the duties of the position you are seeking.

Name	Title	Address/Phone	Relationship to Applicant

Please list your areas of highest proficiency, special skills or other items that may contribute to your abilities and performing the mentioned position.

Do you have any relatives or friends employed by the Diocese of Davenport?

Yes_____ No_____ If "Yes" Give Name(s)_____

Comments, Special Skills, Interests, Qualifications or Accomplishments Not Previously Noted

Please Read Carefully Before Signing

I understand and agree that this application is not a contract and that acceptance of employment is not a contract of employment for a specified term unless it is in writing and signed by an authorized diocesan representative. I acknowledge that there is no specified length of employment and I understand and agree that I may resign my employment with the Diocese of Davenport at any time for any reason and that my employment may be terminated at the will of the Diocese of Davenport at any time for any reason. I also understand that any handbooks, manuals, policies and procedures maintained by the Diocese of Davenport are not contractual in nature and may be amended or abolished at the sole discretion of the Diocese. I further understand that the employment relationship between the Diocese of Davenport and its employees may be governed by canon law as well as civil law.

The diocese will not deny employment to any applicant solely because the person has been convicted of a crime. The diocese, however, may consider the nature, date and circumstances of the offense as well as whether the offense is relevant to the duties of the position applied for.

I understand that it is the policy of this organization not to refuse to hire or otherwise discriminate against a qualified individual with a disability because of that person's need for a reasonable accommodation as required by the ADA.

I also understand that if I am employed, I will be required to provide satisfactory proof of identity and legal work authorization within three days of being hired. Failure to submit such proof within the required time shall result in immediate termination of employment.

I clarify that the information furnished in this application and any supporting documents is true and complete to the best of my knowledge and belief, and I understand that any misrepresentation or omission of material(s) fact on the or any other record submitted pertinent to employment grounds for termination and/or legal action.

Signature of Applicant: _____

Date: _____

St. Mary Church
726 218th Place
PO Box 144
Pella, IA 50219-0144
(641) 628-3078

Use the space below to explain and account for periods of Unemployment or additional Comments on Employment History.
