



215 S. Van Buren • P.O. BOX 1067 • ENID, OK 73702 • (580) 237-4673 • FAX (580) 237-7063 • www.hopeoutreach.org

Employment Application

Applicant Information

| | | | | | | | | | |
|---|-----|---------------------------------|--------------------------------|--|--|---------------------------------|--------------------------------|-----------------|--|
| Full Name: | | | | | | Date | | | |
| <i>Last</i> | | <i>First</i> | | <i>M.I.</i> | | | | | |
| Address: | | | | | | | | | |
| <i>Street Address</i> | | | | <i>Apartment/Unit #</i> | | | | | |
| | | | | | | <i>State</i> | | <i>ZIP Code</i> | |
| <i>City</i> | | | | | | <i>State</i> | | <i>ZIP Code</i> | |
| Phone: | () | | | E-mail Address: | | | | | |
| Date Available: | | Social Security #: | | | | Desired Salary: | | \$ | |
| Position Applied for: | | | | | | | | | |
| Are you a citizen of the United States? | | YES <input type="checkbox"/> | NO <input type="checkbox"/> | If no, are you authorized to work in the U.S.? | | YES <input type="checkbox"/> | NO <input type="checkbox"/> | | |
| Have you ever worked for this company? | | YES <input type="checkbox"/> | NO <input type="checkbox"/> | If yes, when? | | | | | |
| Have you ever been convicted of a felony? | | YES <input type="checkbox"/> | NO <input type="checkbox"/> | | | | | | |
| If yes, explain: | | | | | | | | | |

Education

| | | | | | | | | | |
|--------------|--|-----|--|-------------------|---------------------------------|--------------------------------|---------|--|--|
| High School: | | | | Address: | | | | | |
| From: | | To: | | Did you graduate? | YES <input type="checkbox"/> | NO <input type="checkbox"/> | Degree: | | |
| College: | | | | Address: | | | | | |
| From: | | To: | | Did you graduate? | YES <input type="checkbox"/> | NO <input type="checkbox"/> | Degree: | | |
| Other: | | | | Address: | | | | | |
| From: | | To: | | Did you graduate? | YES <input type="checkbox"/> | NO <input type="checkbox"/> | Degree: | | |

References

Please list three professional references.

| | | | | | | | | | |
|------------|--|--|--|---------------|--|-----|--|--|--|
| Full Name: | | | | Relationship: | | | | | |
| Company: | | | | Phone: | | () | | | |
| Address: | | | | | | | | | |
| Full Name: | | | | Relationship: | | | | | |
| Company: | | | | Phone: | | () | | | |
| Address: | | | | | | | | | |
| Full Name: | | | | Relationship: | | | | | |
| Company: | | | | Phone: | | () | | | |
| Address: | | | | | | | | | |

Church References & Personal Testimonial

****ON A SEPARATE SHEET OF PAPER, PLEASE TELL IN YOUR OWN WORDS YOUR STATEMENT OF FAITH. A LETTER OF REFERENCE FROM YOUR PASTOR OR A PROFESSIONAL MUST ACCOMPANY THIS APPLICATION.****

Previous Employment

| | | | | |
|------------|--|------------------|-----|-------------------|
| Company: | | Phone: | () | |
| Address: | | Supervisor: | | |
| Job Title: | | Starting Salary: | \$ | Ending Salary: \$ |

Responsibilities: _____

| | | | | |
|-------|--|-----|--|---------------------|
| From: | | To: | | Reason for Leaving: |
|-------|--|-----|--|---------------------|

| | | | |
|--|---------------------------------|--------------------------------|--|
| May we contact your previous supervisor for a reference? | YES <input type="checkbox"/> | NO <input type="checkbox"/> | |
|--|---------------------------------|--------------------------------|--|

| | | | | |
|----------|--|--------|-----|--|
| Company: | | Phone: | () | |
|----------|--|--------|-----|--|

| | | | |
|----------|--|-------------|--|
| Address: | | Supervisor: | |
|----------|--|-------------|--|

| | | | | | |
|------------|--|------------------|----|----------------|----|
| Job Title: | | Starting Salary: | \$ | Ending Salary: | \$ |
|------------|--|------------------|----|----------------|----|

Responsibilities: _____

| | | | | |
|-------|--|-----|--|---------------------|
| From: | | To: | | Reason for Leaving: |
|-------|--|-----|--|---------------------|

| | | | |
|--|---------------------------------|--------------------------------|--|
| May we contact your previous supervisor for a reference? | YES <input type="checkbox"/> | NO <input type="checkbox"/> | |
|--|---------------------------------|--------------------------------|--|

| | | | | |
|----------|--|--------|-----|--|
| Company: | | Phone: | () | |
|----------|--|--------|-----|--|

| | | | |
|----------|--|-------------|--|
| Address: | | Supervisor: | |
|----------|--|-------------|--|

| | | | | | |
|------------|--|------------------|----|----------------|----|
| Job Title: | | Starting Salary: | \$ | Ending Salary: | \$ |
|------------|--|------------------|----|----------------|----|

Responsibilities: _____

| | | | | |
|-------|--|-----|--|---------------------|
| From: | | To: | | Reason for Leaving: |
|-------|--|-----|--|---------------------|

| | | | |
|--|---------------------------------|--------------------------------|--|
| May we contact your previous supervisor for a reference? | YES <input type="checkbox"/> | NO <input type="checkbox"/> | |
|--|---------------------------------|--------------------------------|--|

Military Service

| | | | | | |
|---------|--|-------|--|-----|--|
| Branch: | | From: | | To: | |
|---------|--|-------|--|-----|--|

| | | | |
|--------------------|--|--------------------|--|
| Rank at Discharge: | | Type of Discharge: | |
|--------------------|--|--------------------|--|

If other than honorable, explain: _____

Disclaimer and Signature

I certify that my answers are true and complete to the best of my knowledge.

If this application leads to employment, I understand that false or misleading information in my application or interview may result in my release.

| | | | |
|------------|--|-------|--|
| Signature: | | Date: | |
|------------|--|-------|--|

Emailed applications are not valid until signed. Please print out and sign before faxing or delivering in person. Thank you for considering employment at Hope Outreach Ministries. Hope Outreach Inc. is a nondenominational, faith-based charitable 501 (c) (3) not-for-profit Oklahoma corporation. Hope Outreach will not sponsor H1B applicants for employment.