Application for Employment

Lutheran Church Charities



How to contact us:

3020 Milwaukee Ave Northbrook, IL 60062 866-455-6466 Fax: 866-451-1476

E-mail: LCC@LutheranChurchCharities.org

INSTRUCTIONS: This is a fillable PDF. It is recommended that you first download/save the PDF to your computer, then open with Adobe Reader and fill out. If you need assistance, please email tech@LutheranChurchCharities.org. When complete, email to LCC@LutheranChurchCharities.org

	Name			Home Phone				
⋖	Last First		Middle	Cell Phone				
DAT	Present Address							
PERSONAL DATA	Street Address Previous		City	State Z	IP Code			
PERS	Address Street Address		City		P Code			
	Religious affiliation Name, address of congregation							
妈	Type of work or position applied for		Referr	ed by Required				
WORK PREFERENCE	Interested in ☐ Full-time ☐ Part-time ☐ Summer Use the space below to describe why you feel qual	ified for the						
	Date available for work		-					
NOI	Have you been employed by LCC previously? Y	es No I	f yes, when	Location				
LCC	Have you ever previously applied to LCC? Yes	No If y	es, give date					
LCC INFORMATION	Do you have relatives employed by LCC? Yes	No Nai	me	Location				
	Should you be employed by LCC, would you enga	ge in any o	ther business? Ye	s No				
	If yes, where and in what capacity?							
<u> </u>	Are you legally eligible to be employed in the United States? Yes No							
OTHER	Have you ever been convicted of a crime? Yes							
0	If yes, please explain							
	Have you ever been discharged or asked to resign							
	If yes, please explain							
ILS	Indicate your proficiency in the following areas: ☐ Typing WPM	Compute	Languages					
LSKII	☐ 10-Key Microsoft Office Experience	Compute	r Hardware					
SPECIAL SKILL	☐ Word ☐ Outlook ☐ Excel ☐ Access ☐ PowerPoint	Other offi	ce equipment experi	ence, please list				
	PowerPoint							
	Name and Address		Telephone	Business or Profession	Length of acquaintance			
	1.							
L ES								
NC NC	2.							
RS(
PERSONAL REFERENCES	3.							
	4.							

EMPLOYMENT AND BUSINESS EXPERIENCE

MOST RECENT EMPLOYER - Are you currently working	ng for this employer? Yes No If yes, may we contact? Yes	l
Company Name	Telephone Number	_
Address		
Street Address	City State ZIP Cod	
	Ending Position Title	
	Title	
Employed From Month/Year to Month/Year	Full-time Part-time	
Brief Job Description		
Reason for leaving		
If you were employed under a different name, give that	name in full	
Company Name	Telephone Number	
AddressStreet Address		_
	City State ZIP Cod	Э
	Ending Position Title	_
	Title	_
Employed From Month/Year to Month/Year	Full-time Part-time	
District Description		
Briet Job Description		_
Reason for leaving		_
Reason for leaving If you were employed under a different name, give that Company Name		
Reason for leaving	name in full Telephone Number	
Reason for leaving	name in full Telephone Number City State ZIP Cod	
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UNENMPLOYMENT		From To		To	State Reason				
1PLO	Mo.	Yr.	Mo.	Yr.					
≥ Z	Mo.	Yr.	Mo.	Yr.					
ONE	Mo.	Yr.	Mo.	Yr.					
1	School Name/Address				Years Attended	Graduation Date	Diploma/ Degree	Major Subject	
	High School								
NO	Address								
EDUCATION	Business/Trade School								
EDC	Address								
	College/University								
	Address								
PLEA If you	SE REA	AD BEFOR	RE SIGNIN	G j this state		and Con	sent		
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