

TABOR COLLEGE SCHOOL OF ADULT & GRADUATE STUDIES
APPLICATION FOR STAFF EMPLOYMENT

(Applications must be completed in full even if attaching a resume)

POSITION APPLIED FOR

DATE:

PERSONAL INFORMATION:

Name

Phone #

Email

Address:

No. of Yrs at Address:

Previous Address:

No. of Yrs. At Address:

Driver's License #

(State)

Have you ever worked for Tabor College before?

If yes, when?

Are you over the age of 16?

(Hire is subject to verification that you are of minimum legal age.)

Only U.S. citizens or aliens who have a legal right to work in the U.S. are eligible for employment. Can you, upon employment, provide genuine documentation establishing your identity and eligibility to be legally employed in the U.S.?

☐ Yes ☐ No

Have you ever been convicted of a crime or misdemeanor or violation other than a minor traffic infraction? ☐ Yes ☐ No
(A conviction record will not necessarily be a bar to employment). If yes, please explain:

EMPLOYMENT HISTORY: (Begin with your most recent)

1) Name of Company

Type of Business

Job Title

Address

Phone No.

Name/Title of Supervisor

Dates Employed

Reason for Leaving

2) Name of Company

Type of Business

Job Title

Address

Phone No.

Name/Title of Supervisor

Dates Employed

Reason for Leaving

3) Name of Company

Type of Business

Job Title

Address

Phone No.

Name/Title of Supervisor

Dates Employed

Reason for Leaving

4) Name of Company

Type of Business

Job Title

Address

Phone No.

Name/Title of Supervisor

Dates Employed

Reason for Leaving

EDUCATION:

Type of School	Name/Location	Graduated	Degree
High School		<input type="checkbox"/> Yes <input type="checkbox"/> No	
College		<input type="checkbox"/> Yes <input type="checkbox"/> No	
College		<input type="checkbox"/> Yes <input type="checkbox"/> No	
Trade School		<input type="checkbox"/> Yes <input type="checkbox"/> No	

ADDITIONAL EXPERIENCE/QUALIFICATIONS: List any other experience, skills or other qualifications you believe should be considered in evaluating your qualifications for employment. Please list any prior military service which you would like considered in connection with your application.

APPLICATION ESSAY QUESTIONS: Please complete the essay questions at the end of the application.

REFERENCES:

1) Name	Work Phone	EMAIL
Address:	Relationship	
City, State, Zip	How Long Known	
2) Name	Work Phone	EMAIL
Address:	Relationship	
City, State, Zip	How Long Known	
3) Name	Work Phone	EMAIL
Address:	Relationship	
City, State, Zip	How Long Known	

NOTIFICATION AND AGREEMENT

(Please read before signing)

I certify that all answers given by me are true, accurate and complete. I understand that the falsification, misrepresentation or omission of fact on this application (or any other accompanying or required documents) will be cause for denial of employment or immediate termination of employment, regardless of when or how discovered.

Tabor College is an Equal Opportunity Employer operating under the auspices of the Mennonite Brethren churches of the United States. Tabor complies with all applicable non-discrimination laws.

I acknowledge that I have read and understand the above statements and hereby grant permission to confirm the information supplied on this application by me.

APPLICANT SIGNATURE**DATE:**

(Your name email address serves as your signature)

APPLICATION ESSAY QUESTIONS

1. What in your mind constitutes being a Christian person?

2. Describe the nature of your commitment to Christ and His teachings.

3. Of what church or denomination have you been a participant in the past few years? In what ways have you contributed to the work of the church?

4. Do you feel that you could serve in an institution such as Tabor College with full accord and sympathy of spirit?

5. What do you see as the critical elements necessary in order to succeed in this position?

Please return to Tabor College Wichita - School of Adult and Graduate Studies

Email: tcwjobs@tabor.edu

Mail: Tabor College Wichita, 7348 W. 21st St., Wichita, KS 67205