



Application for Employment

Date of Application _____

Personal Information

Last Name:	First Name:	Middle:
Social Security Number:		Under age 18? <input type="checkbox"/>
Home Address:	Phone number:	Email/cell # for ADP payroll account verification:
U.S. Citizen? Yes <input type="checkbox"/> No <input type="checkbox"/> If not, give Visa or Work Permit Authorization Number and Expiration Date:		

Position

Position Title:	Salary Desired:
Referred By:	Earliest Date Available:
Employment Desired: <input type="checkbox"/> Full time <input type="checkbox"/> Part time <input type="checkbox"/> Seasonal/Temporary	
What specifically draws you to work at Harvey Cedars Bible Conference?	
(optional) Do you have any additional special interests or skills that would benefit the mission of Harvey Cedars Bible Conference?	

Education and Experience

High School (name, location, graduation date):	
College , Trade School, or Experience (name & location):	
Dates Attended:	Highest Certification or Degree Completed:
Graduate School (name & location):	
Dates Attended:	Degree Completed:

References (business and professional only)

Name	How they know you _____ Phone number _____
Name	How they know you _____ Phone number _____
Name	How they know you _____ Phone number _____

NOTE: Once hired, before the first day of work, please be prepared to provide:

1. Proof of Health Insurance (mandated by New Jersey Health Insurance Market Preservation Act)
2. Photo ID and either a Social Security Card or a Birth Certificate
 - a. **OR** Valid US Passport

Failure to provide the necessary information will prohibit a person from starting their first shift at HCBC.

Employment History

Employer (1)	Job Title	Dates Employed
Address		
City, State	Zip	Work Phone

Employer (2)	Job Title	Dates Employed
Address		
City, State	City, State	Work Phone

Employer (3)	Job Title	Dates Employed
Address		
City, State	City, State	Work Phone

Signature Disclaimer

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 employment being terminated.

Name (please print) _____ Signature _____ Date _____

Statement of Faith

We Believe:

- The Bible is the inspired, infallible, authoritative Word of God;
- There is one God, eternally existent in three persons: Father, Son and Holy Spirit;
- Jesus Christ was fully God and fully man;
- In Jesus Christ’s virgin birth, His sinless life, His miracles, His vicarious atoning death through the shedding of His blood, His bodily resurrection, His ascension to heaven, and His personal return in power and glory;
- Regeneration by the Holy Spirit is essential for the salvation of lost and sinful people;
- In the present ministry of the Holy Spirit by whose indwelling the Christian is enabled to live a godly life;
- In the resurrection of both the saved and the lost; those that are saved unto the resurrection of life and those that are lost unto the resurrection of damnation;
- In the spiritual unity of believers in our Lord Jesus Christ.

Initial **one** of the following:

I have read and agree with the Statement of Faith _____ I have read the Statement of Faith* _____

*One does not need to agree with the Statement of Faith to be hired at Harvey Cedars Bible Conference, but one does need to agree to reflect his/her conduct according to the Statement of Faith and Christian Principles in the following Policies. Additionally, I agree to reflect my behavior by avoiding any appearance of evil, both on the campus of Harvey Cedars Bible Conference and in daily life (including social media) while I am not working at Harvey Cedars Bible Conference.