

EMPLOYMENT APPLICATION
 Cannon Beach Christian Conference Center
 www.cbcc.net



PERSONAL INFORMATION

Name	Last	First	MI	Today's date
Telephone (permanent)	Telephone (Cell)		Dates available to work	
From:		To:		
Present Address	Street	City	State	Zip
Permanent Address (if different)	Street	City	State	Zip
Personal website (mySpace, Facebook, etc.):			Email:	
Position(s) applying for:				____ Full Time
1.	2.	3.	____ Part Time	
Have you previously worked or applied at CBCC? ____Yes ____No			If yes, please give dates:	
Church presently attending:			Home church:	
Relatives or friends working at CBCC:			Are you at least 18 years of age? ____Yes ____No	

EDUCATION BACKGROUND

	Name and Address of School	Major	Years Completed	Degree
High School				
College				
College				
Graduate School				
Other				

CRIMINAL RECORD

Have you ever been convicted for any criminal offense including sex related crimes, crimes involving violence or the threat of violence? ____Yes ____No If yes, please explain the reason for the conviction and your current status with the criminal justice system.

NOTICE: CBCC reserves the right to conduct criminal background checks on all applicants. The applicant is entitled to review his/her criminal history report for inaccurate or incomplete information. Criminal history information is used for hiring decisions only if it has direct relevance to the job for which you have applied.

REFERRAL SOURCE

How did you hear about employment at the Cannon Beach Conference Center?

EMPLOYMENT RECORD

List all former employers for the past 10 years beginning with the most recent.
You may add additional pages if necessary. Complete this form even if you are attaching a resume.

Company Name and Address	From	To	Supervisor Name and Telephone	May we contact?
Job Title & Duties	Reason for leaving		Starting Pay	Ending Pay
Company Name and Address	From	To	Supervisor Name and Telephone	May we contact?
Job Title & Duties	Reason for leaving		Starting Pay	Ending Pay
Company Name and Address	From	To	Supervisor Name and Telephone	May we contact?
Job Title & Duties	Reason for leaving		Starting Pay	Ending Pay
Organization Name and Address	From	To	Supervisor Name and Telephone	May we contact?
Job Title & Duties	Reason for leaving		Starting Pay	Ending Pay

VOLUNTEER AND/OR MINISTRY EXPERIENCE

Please describe any previous volunteer or ministry experience.

PERSONAL REFERENCES

Please list three people (not related to you) who have knowledge of your personal abilities and character.

Name	Nature of Relationship
Telephone Number ()	Email
Name	Nature of Relationship
Telephone Number ()	Email
Name	Nature of Relationship
Telephone Number ()	Email

CHRISTIAN COMMITMENT

Declaration of Faith

“We believe in the verbal inspiration of the scriptures, Trinity of the godhead, deity of Christ, virgin birth of Christ, return of Christ, person of the Holy Spirit, lost condition of mankind, redemption through the shed blood of Christ, victorious life through the indwelling of the Lord, eternal punishment of the wicked, and eternal reward of the righteous.”

Do you agree without reservation, with the Cannon Beach Conference Center declaration of faith? Yes No
If not, with which statements do not agree? Please explain?

Because CBCC is an interdenominational Christian organization, would you be willing to work and cooperate with other Christians whose doctrines may differ from your own? Yes No

General Release

To the best of my knowledge the information given is true and accurate. I authorize you to contact any individual or organization listed in the application to do reference checking; I release all references from any liability for such references made in good faith; I authorize a criminal records check and I understand that, if I am employed, any misstatement or omission of fact herein may result in my dismissal from the staff of Cannon Beach Conference Center. I declare that I am legally eligible for work in the U.S. I have read the above “Declaration of Faith”, and am in agreement, except as noted.

Signature

Please list all states you have lived and worked in: _____

PHYSICAL ABILITIES

Most positions at CBCC require the ability to perform considerable physical activity including moving supplies or furniture and carrying food trays of at least 30 pounds; frequent stooping, bending, and/or long hours on your feet. All staff positions routinely spend time working in Food Service and Housekeeping where strong cleaning chemicals (i.e. bleach, cleaners, disinfectants, deodorizers, and detergents) are used.

Is there any reason why you would not be able to perform these essential tasks or work with these chemicals with or without accommodation? Yes No If yes, please explain:

OPTIONAL QUESTIONS

Answers to these questions are optional and will not be used in making employment decisions. We will use answers to these questions to help us make decisions in housing assignments.

Sex: Female Male

Marital Status: Married Single Divorced/Widowed Separated Engaged

Number of Children living with you: _____ Ages: _____

PLEASE ANSWER THE FOLLOWING QUESTIONS
Additional pages may be added if necessary or answers may be typed out.

1. Why do you want to work at the Cannon Beach Conference Center and what are your goals and expectations?

2. Please state briefly your beliefs regarding the Bible, personal salvation, Jesus Christ, and the ministry of the Holy Spirit.

3. Please share with us your personal testimony.

4. **FOR CONFERENCE ASSISTANT and/or SUMMER STAFF APPLICANTS ONLY:** If you are unmarried, how do you feel about living in a dormitory setting?