



# AGIA SOPHIA ACADEMY

14485 SW Walker Road, Beaverton, OR 97006

Phone: 503-641-4600 Fax: 503-641-5951

www.asapdx.org

## Employment Application ~ Janitorial

### PERSONAL INFORMATION

Date submission of application: \_\_\_\_\_ Date of birth: \_\_\_\_\_

Your full name: \_\_\_\_\_

Current address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP code: \_\_\_\_\_

Home: (\_\_\_\_) \_\_\_\_\_ Mobile phone: (\_\_\_\_) \_\_\_\_\_

Email address: \_\_\_\_\_

Religion: \_\_\_\_\_ Parish/Church: \_\_\_\_\_

Are you an active member of the religious affiliation indicated above?  Yes  No

Are you legally entitled to work in the U.S.?  Yes  No

Are you 18 years of age or older?  Yes  No

Do you have a physical condition(s) that may limit your ability to perform this job?  Yes  No  
(this job involves walking/standing, bending/stooping, stretching/reaching, and lifting/pushing heavy objects)

If yes, describe such condition(s): \_\_\_\_\_

\_\_\_\_\_

Have you ever been convicted of a felony or misdemeanor?  Yes  No

If yes, please explain: \_\_\_\_\_

\_\_\_\_\_

### REFERENCES

Please give the names of persons who can attest to your character and /or abilities. Include your priest/pastor and at least one reference that was a direct supervisor.

NAME	POSITION	PHONE NUMBER
1. _____	_____	_____
2. _____	_____	_____
3. _____	_____	_____



**EMPLOYMENT HISTORY**

*Please list your present and past work experience(s) beginning with your current job. You may include volunteer activities/positions.*

Name of employer: \_\_\_\_\_

Telephone #: \_\_\_\_\_

Address: \_\_\_\_\_

Employment dates: \_\_\_\_\_ Rate of pay: \_\_\_\_\_

Position: \_\_\_\_\_ Supervisor: \_\_\_\_\_

OK to contact?  Yes  No If no, why: \_\_\_\_\_

Description of duties: \_\_\_\_\_

Reason for leaving: \_\_\_\_\_

Name of employer: \_\_\_\_\_

Telephone #: \_\_\_\_\_

Address: \_\_\_\_\_

Employment dates: \_\_\_\_\_ Rate of pay: \_\_\_\_\_

Position: \_\_\_\_\_ Supervisor: \_\_\_\_\_

OK to contact?  Yes  No If no, why: \_\_\_\_\_

Description of duties: \_\_\_\_\_

Reason for leaving: \_\_\_\_\_

Name of employer: \_\_\_\_\_

Telephone #: \_\_\_\_\_

Address: \_\_\_\_\_

Employment dates: \_\_\_\_\_ Rate of pay: \_\_\_\_\_

Position: \_\_\_\_\_ Supervisor: \_\_\_\_\_

OK to contact?  Yes  No If no, why: \_\_\_\_\_

Description of duties: \_\_\_\_\_

Reason for leaving: \_\_\_\_\_



**STATEMENTS & RELEASES**

*Please initial each section and sign at the bottom.*

**EQUAL OPPORTUNITY EMPLOYER STATEMENT**

\_\_\_\_\_ I understand that ASA is an equal opportunity employer and does not discriminate in its employment decisions against any person because of race, color, sex, disability, national origin, ancestry, age, veteran status, genetic information, or any other status protected by local, state, or federal laws. I understand, however, that although ASA welcomes non-Orthodox Christians to apply, ASA has the legal right not to employ applicants who are not Orthodox Christians.

**CERTIFICATION and AUTHORIZATION INFORMATION RELEASE**

\_\_\_\_\_ I certify that the information in this application is true and correct to the best of my knowledge, and I agree to allow Agia Sophia Academy (ASA) to verify any of this information, unless I indicate in writing to the contrary. I authorize the references and other persons listed on this application, as well as other persons contacted, to verify this and other information I supply in connection with this application, to provide any and all information concerning my previous employment, and/or to supply any other pertinent details they may have. I also release and discharge to the extent permitted by law, Agia Sophia Academy, my personal and professional references, and my former employers, from any and all claims, damages, losses, liabilities, costs, and other expenses from disclosing information in connection with this application. I understand that any misrepresentation, falsification, or substantial omission on this application may result in my failure to receive an offer, or if I am hired, my dismissal from employment.

**AT-WILL EMPLOYMENT STATEMENT**

\_\_\_\_\_ I understand that, if I am hired, in the absence of a written employee agreement that states otherwise, I may terminate my employment with ASA at any time, for any reason. ASA may do the same. This application does not constitute an agreement or contract for employment for any specified period or definite duration. If I am hired, I agree to conform to the rules and standards of ASA, including those of the location for which I am hired.

**BACKGROUND CHECK STATEMENT**

\_\_\_\_\_ I understand that all offers of employment are contingent upon providing satisfactory proof of my identity and legal authority to work in the United States and successful completion of a criminal background check. A background check may include my driving records, court records (civil and criminal), educational and professional credentials, and personal and professional references. This information, which may come from public or private sources, may contain details on my character, experience, work habits, and/or reasons for terminations from past employers.

**STATEMENT OF ABILITY**

\_\_\_\_\_ I hereby certify that I am capable of completing all the job requirements as outlined in the related job description.

**Applicant:** \_\_\_\_\_ **Date:** \_\_\_\_\_