



Arizona Christian University
 Human Resources
 2625 E. Cactus Road
 Phoenix, AZ 85032

Applicant – Type or print clearly in black ink			
Name: (Last, First, Middle)		Date of Application:	
		Position Applying For:	
Address: (Street and Apartment Number, City, State, Zip)		Work Phone:	
		Home Phone:	
		OK to call at work? Yes No	
Employment Record – List present or most recent employment first. Complete even if accompanied by a résumé.			
Employer		Position Title	
Start Date		End Date	
Street Address		City, State, Zip	
Employer's Phone			
Salary	Hours per Week	Last Supervisor's Name	May we contact this employer? Yes No
Describe Duties/Responsibilities			Reason for Leaving
Employer		Position Title	
Start Date		End Date	
Street Address		City, State, Zip	
Employer's Phone			
Salary	Hours per Week	Last Supervisor's Name	May we contact this employer? Yes No
Describe Duties/Responsibilities			Reason for Leaving
Employer		Position Title	
Start Date		End Date	
Street Address		City, State, Zip	
Employer's Phone			

Salary	Hours per Week	Last Supervisor's Name	May we contact this employer? Yes No		
Describe Duties/Responsibilities			Reason for Leaving		
<p>Existence of a criminal record is not an automatic bar to employment. Consideration will be given to the nature of the position being sought, specific offense, your age at the time of the offense, the period of time which has elapsed since the commission of the offense and any extenuating circumstances. (*Arrests without convictions need not be reported.)</p> <p>Have you ever been convicted of a misdemeanor or felony? Yes No</p> <p>If yes, please give date, place of conviction and explain circumstances:</p>					
Education and Training					
	School Name and Location	Did you Graduate?	Degree or Diploma	Semester Units	Major Subject
High School					
College, University or Tech School					
College, University or Tech School					
Academic honors, awards, scholarships, professional organizations, volunteer activities, certificates, publications, licenses, or any other information you consider significant and relevant to employment at Arizona Christian University:					
References – List or attach a list of three professional/supervisor references other than friends/relatives who have knowledge of your work experience/education.					
Name:		Mailing Address		Phone Number	
<p>I certify that statements made on the application, on a resume, attachments hereto, or other supplementary materials provided by me are full and complete statements of the facts. I understand that false, misleading, or omitted information can result in refusal of employment or termination in cases where erroneous information is discovered after employment has begun. I understand that if I am offered employment and accept, this employment application form becomes part of the terms and conditions of employment.</p> <p>I understand that: Employment is contingent on supplying of documents for Employment Eligibility Verification and a complete background check. I have reviewed the ACU Statement of Faith, Divorce Policy, and Drug and Alcohol Policy and understand I must sign these policies if I accept a position of employment at ACU.</p> <p>Applicant's Signature _____ Date _____</p> <p>Within the context of its religious principles, heritage and mission, Arizona Christian University does not discriminate due to race, national or ethnic origin, age, gender, disability or veteran status. Arizona Christian University is an equal opportunity employer.</p>					

Please attach résumé if desired.