

Cornerstone Rescue Mission Administrative Office 401 11th Street, Rapid City, SD 57701 605-718-8712

Employment Application

Instructions: Please print clearly in black or blue ink, answer all questions and sign and date the form.

Personal Information:				
Name:	Middle Initial		Last	
Preferred Name:		Are you eligible to	o work in the United Sta	tes?
Street Address:				
City:				
Home Phone:	C ₁	ell / Message Pho	ne:	
Email Address:				
Have you been convicted of or pleaded	I no contest to a felony with	hin the last five ye	ears?	
If yes, please explain:				
Do you have a valid driver's license?	□ No □ Yes	(State issuing lice	ense:)
Education:				
High School:		City/State	e:	
Last grade level completed:		Graduatio	on Date:	
Vocational / University:		City/State	o:	
Years Completed; Graduation Date:		Certificate /Degree		
Employment History:				
Present or Last Position:		Dates:	to	
Employer:		Superviso	or:	
Address, City, State, Zip Code:				
Daytime Phone #:		Salary: \$	S □ Hou	rly □ Annual
Responsibilities:				

	Reason for Leaving:						
	May we contact this employer?	□ Ye	es 🗆	No			
2.	Position:				Dates:	to	
	Employer:				Supervisor:		
	Address, City, State, Zip Code:						
	Daytime Phone #:			_	Salary: \$	🗆 Hourly	☐ Annual
	Responsibilities:						
	Reason for Leaving:						
	May we contact this employer?	□ Ye	es 🗆	l No			
3.	Position:				Dates:	to	
	Employer:				Supervisor:		
	Address, City, State, Zip Code:						
	Daytime Phone #:			_	Salary: \$	🗆 Hourly	☐ Annual
	Responsibilities:						
	Reason for Leaving:						
	May we contact this employer?	□ Ye	es 🗆	No No			
De	esired Position and Availability:						
Po	osition you are applying for:						
Ho	ow did you hear of this position?						
Ho	ow many hours are you available to	work per	week?				
Ar	e you available to work day shifts po	ssibly be	etween the h	ours of 7	AM and 5:00 PM?	Yes □ No	
Ar	e you available to work evening shif	ts possib	ly until 10:00	PM? [□ Yes □ No		
Ar	e you available to work night shifts p	ossibly b	etween the	hours of 1	11 PM and 7:00 AM? [□ Yes □ No)
Ar	e you available to work rotating shift	rs? □	Yes □	No			
Ar	e you available to work holidays?	□ Yes	□ No				
Ar	e you available to work weekends?	□ Ye	es 🗆 No				

If you were hired, what date would you be available to start work?				
Describe special skills or qualifications you believe would be an asset in the position for which you are applying:				
Certificates or licenses you possess:				
Specialized Training, you have completed;				
Awards you have received:				
Describe your knowledge of computers/internet/email:				
References:				
Please list three references—two being individuals that have known	wledge of your work history/ability.			
1. Name:	Contact Phone:			
Relationship to Reference:				
2. Name:	Contact Phone:			
Relationship to Reference:				
3. Name:	Contact Phone:			
Relationship to Reference:				
Please describe any volunteer experiences:				
Why are you applying for this position?				

Other information or comments you would like to submit with this application:		
certify that information contained in this application is true and complete. I understand that false information may be		
rounds for not hiring me or for immediate termination of employment at any point in the future if I am hired. I authorize		
ne verification of any or all information listed above.		
Signature: Date:		

Cornerstone Organization

Evangelical Statement of Faith

Cornerstone is a Christian non-profit organization. We believe that each employee is a valuable part of our ministry to the people in need who enter our doors. Therefore, it is important that we inform job applicants of our core beliefs that guide our ministry:

- 1. We believe that the Bible, both the Old and New Testaments, were verbally inspired of God, and are inerrant and is our only rule in matter of faith and practice.
- 2. We believe in creation, not evolution, that man was created by the direct act of God and in the image of God.
- 3. We believe that Adam and Eve, in yielding to the temptation of Satan, became fallen creatures.
- 4. We believe that all men are born in sin.
- 5. We believe in the incarnation, the virgin birth, and the deity of our Lord and Savior, Jesus Christ.
- We believe in the vicarious and substitutional Atonement for the sins of mankind by shedding of His blood on the cross.
- 7. We believe in the resurrection of His body from the tomb, His ascension to heaven, and that He is now our Advocate.
- 8. We believe that He is personally coming again.
- 9. We believe in His power to save men from sin.
- 10. We believe in the necessity of the new birth, and that this new birth is through the regeneration of the Holy Spirit.
- 11. We believe that salvation is by grace though faith, plus nothing, minus nothing, by the atoning blood of our Lord and Savior, Jesus Christ.

Personal Faith Acknowledgement:

Are you a Christian?	□ Yes	□ No	Do you agree with the core value listed above?	□ Yes	□ No
Name of the church yo	ou attend:				
Describe Your Involve	ment:				
Personal testimony yo	u would lik	ke to share:			
Your	Name (Ple	ase Print)	Your Signature		Date

Cornerstone Organization

Employment Application Background Check Permission

As a Christian organization that ministers to some of the most vulnerable people in our community, we have a responsibility to screen job applicants prior to making a hiring decision. Therefore, we request the following information to assist us with this process. The information you provide will be handled confidentially.

I give permission to the design	nated Cornerstone official to cor	nduct a background screening:		
☐ Prior to an interview	☐ following an interview	□ not at this time		
Your Current Name (Please	Print):			
Names Previously Used (Ple	ease Print):			
Date of Birth:		y #:		
Current Street Address:				
City:	State:	Zip Code:		
Other places you have lived:				
City:	State:	Dates: to		
City:	State:	bates: to		
City:	State:	bates: to		
City:	State:	Dates: to		
Any convictions that may be	indicated on your record:			
Felony / Misdemeanor		Date:		
Felony / Misdemeanor		Date:		
Felony / Misdemeanor		Date:		
Felony / Misdemeanor		Date:		
Felony / Misdemeanor		Date:		
Applicant's Sigr	nature	 		