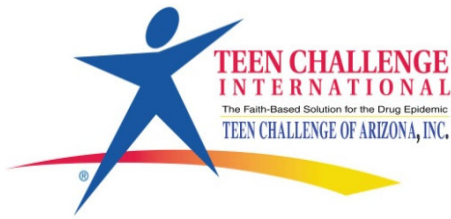


**TEEN CHALLENGE OF ARIZONA
HUMAN RESOURCES DEPARTMENT**
P.O. Box 5966, Tucson, AZ 85703-5966
Phone: (520) 292-2273 Fax: (520) 292-2257
E-Mail: jobs@azteenchallenge.org

EMPLOYMENT APPLICATION	
Name:	
POSITION	
Applications and resumes will be accepted only for positions currently available.	
Position Applying For:	
<input type="checkbox"/> Full Time	<input type="checkbox"/> Part Time
<input type="checkbox"/> Temporary	
Please select one of our Arizona locations below:	
<input type="checkbox"/>	Christian Life Ranch (Male 18+)
<input type="checkbox"/>	Greater Phoenix Men's Induction Center (Male 18+)
<input type="checkbox"/>	Home of Hope (Women and Women with Children Center) (Female 18+)
<input type="checkbox"/>	New Horizon Christian Academy (Male 12 – 17 years of age)
<input type="checkbox"/>	Springboard Home for Youth in Crisis (Female 12 – 17 years of age)
<input type="checkbox"/>	Tucson Men's Induction Center (Male 18+)
<input type="checkbox"/>	State Corporate Office
FOR CORPORATE OFFICE USE	
Date Received:	
Date Referred:	
Referred To:	



TEEN CHALLENGE OF ARIZONA
STATE CORPORATE OFFICE
 8464 N. Oracle Road
 P.O. Box 5966, Tucson, AZ 85703
 Phone: (520) 292-2273 Fax: (520) 292-2257
 E-Mail: jobs@azteenchallenge.org

EMPLOYMENT APPLICATION								
Position Applying For:				Date:				
Name:								
Street Address:								
City:			State:		Zip:			
Home Phone:				Mobile Phone:				
Are you legally eligible to be employed in the United States? <i>(Proof of identity and eligibility will be required upon employment.)</i>							<input type="checkbox"/> Yes	<input type="checkbox"/> No
Are you at least 18 years old?							<input type="checkbox"/> Yes	<input type="checkbox"/> No
Do you have a valid Arizona driver's license? <i>(This question applies only to positions which require driving.)</i>							<input type="checkbox"/> Yes	<input type="checkbox"/> No
Do you have a valid DPS Class 2 Fingerprint Clearance Card? If yes, expiration date:							<input type="checkbox"/> Yes	<input type="checkbox"/> No
Are you able to perform the essential functions of the position for which you are applying, with or without reasonable accommodation? <i>(This question is not designed to elicit information about an applicant's disability. Please do not provide information about the existence of a disability, particular accommodation, or whether accommodation is necessary. These issues may be addressed at a later stage to the extent permitted by law.)</i>							<input type="checkbox"/> Yes	<input type="checkbox"/> No
<input type="checkbox"/> Need more information about the job's essential functions to respond								
Have you been convicted of any criminal offense other than traffic violations within the past seven years?							<input type="checkbox"/> Yes	<input type="checkbox"/> No
Are you presently charged with any violations of the law other than traffic violations?							<input type="checkbox"/> Yes	<input type="checkbox"/> No
Have you been released from confinement following a conviction for any criminal offense within the past seven years?							<input type="checkbox"/> Yes	<input type="checkbox"/> No
If your response to any of the three preceding questions was "Yes", give the date, place and nature of each such conviction or pending charge. <i>(The existence of a conviction or pending charge will not necessarily preclude you from employment; the nature of the crime and its relationship to the employment position, the degree of rehabilitation that has occurred and the time elapsed since the crime or release from confinement will be considered.)</i>								
Date:			Place:			Conviction or Pending Charge:		
Days Available:		<input type="checkbox"/> Mon	<input type="checkbox"/> Tues	<input type="checkbox"/> Wed	<input type="checkbox"/> Thurs	<input type="checkbox"/> Fri	<input type="checkbox"/> Sat	<input type="checkbox"/> Sun
Best Time of Day:		<input type="checkbox"/> Morning			<input type="checkbox"/> Afternoon		<input type="checkbox"/> Evening	
Can you work overtime if required?							<input type="checkbox"/> Yes	<input type="checkbox"/> No
Have you ever been employed by Teen Challenge of Arizona? If yes, give position and dates worked:							<input type="checkbox"/> Yes	<input type="checkbox"/> No
Do you have any relatives employed by Teen Challenge of Arizona? If yes, who?							<input type="checkbox"/> Yes	<input type="checkbox"/> No
How were you referred to us?								
If referred by a Teen Challenge of Arizona employee, who?								

EMPLOYMENT EXPERIENCE

List your most recent employer first. List all employment during the past ten years.
You may attach a resume; however, the information below must also be completed.
Incomplete information could disqualify you from further consideration.

Employer:

Address:

Phone:

Job Title:

Supervisor:

Dates Employed:

From (month/year):

To (month/year):

Ending hourly rate/salary:

Duties:

Reason for Leaving:

May Teen Challenge of Arizona contact this employer for a reference?

Yes

No

Employer:

Address:

Phone:

Job Title:

Supervisor:

Dates Employed:

From (month/year):

To (month/year):

Ending hourly rate/salary:

Duties:

Reason for Leaving:

May Teen Challenge of Arizona contact this employer for a reference?

Yes

No

Employer:

Address:

Phone:

Job Title:

Supervisor:

Dates Employed:

From (month/year):

To (month/year):

Ending hourly rate/salary:

Duties:

Reason for Leaving:

May Teen Challenge of Arizona contact this employer for a reference?

Yes

No

Employer:

Address:

Phone:

Job Title:

Supervisor:

Dates Employed:

From (month/year):

To (month/year):

Ending hourly rate/salary:

Duties:

Reason for Leaving:

May Teen Challenge of Arizona contact this employer for a reference?

Yes

No

Have you ever been discharged from a job or forced or asked to resign? If yes, please explain:	<input type="checkbox"/> Yes	<input type="checkbox"/> No
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Explain any gaps in employment, other than those due to personal illness, injury or disability.

EDUCATIONAL BACKGROUND

High School			
High School Diploma	<input type="checkbox"/> Yes	<input type="checkbox"/> No	If No, highest grade completed:
GED	<input type="checkbox"/> Yes	<input type="checkbox"/> No	

College			
Name of School:			
Location:		Course of Study:	
Did you Graduate?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	Years completed:

Graduate School			
Name of School:			
Location:		Course of Study:	
Did you Graduate?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	Years completed:

Vocational Training			
Name of School:			
Location:		Course of Study:	
Did you Graduate?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	Years completed:

SKILLS AND QUALIFICATIONS

You may exclude all information indicative of age, gender, race, color, national origin, ancestry, marital status, veteran status or disability.

Please list any special training or skills that may assist you in performing the position for which you are applying:

Professional licenses, certifications or memberships:

Specific ministry experience that would directly relate to the position that you are applying for:

REFERENCES

List names of three work references.
If not applicable, list three school or personal references who are not related to you.

	Name	Phone	Capacity Known	Years Known
1				
2				
3				

APPLICANT STATEMENT

I certify that all information submitted by me on this application is true and complete. I understand that if any false or misleading information, omissions, or misrepresentations are discovered, my application may be rejected, and if I am employed, my employment may be terminated at any time.

I expressly authorize, without reservation, Teen Challenge of Arizona, its representatives, employees or agents to contact and obtain information from all references (personal and professional), employers, public agencies, licensing authorities and educational institutions and to otherwise verify the accuracy of all information provided by me in this application, resume or job interview. I hereby waive any and all rights and claims I may have regarding Teen Challenge of Arizona, its agents, employees or representatives, for seeking, gathering and using truthful and non-defamatory information, in a lawful manner, in the employment process and all other persons, corporations or organizations for furnishing such information about me.

I understand that this application remains active for only 30 days. At the conclusion of that time, if I have not heard from Teen Challenge of Arizona and still wish to be considered for employment, it will be necessary for me to reapply and fill out a new application.

I understand that Teen Challenge of Arizona is a Christian ministry affiliated with the Assemblies of God denomination. I understand that should my application be accepted, I will be working in an environment that is decidedly Christian in nature, and I hereby agree to abide by the bylaws, policies and procedures of Teen Challenge of Arizona. I further understand that although my religious beliefs and practices may differ from those of Teen Challenge of Arizona, I will respect the religious views of Teen Challenge of Arizona and its leadership. I will refrain from promoting any beliefs or publicly demonstrating any behavior that contradicts the statement of faith, teaching, philosophy or beliefs of the Teen Challenge of Arizona program during work hours or while on Teen Challenge of Arizona property.

I understand that Teen Challenge of Arizona reserves the right to require employees to submit to a blood test or urinalysis for drug and alcohol screens. Teen Challenge of Arizona also reserves the right to inspect bags (including purses and briefcases) or parcels brought onto and taken off of Teen Challenge of Arizona property. I understand that refusal to submit to a blood test, urinalysis, or search when requested to do so may result in termination of my employment.

I understand that Teen Challenge of Arizona reserves the right to request a background check for all new hires, as a condition of employment, after the job offer is made. Teen Challenge of Arizona is responsible for costs associated with conducting background checks.

In consideration of my employment, I agree to abide by Teen Challenge of Arizona's policies and procedures and I understand that this application, Teen Challenge of Arizona's policies, procedures and Employee Handbook do not form a contract of employment, either expressed or implied, and I agree that my employment and compensation can be terminated, with or without cause and with or without notice, at any time, at either my or Teen Challenge of Arizona's option. I also understand and agree that the terms and conditions of my employment may be changed, with or without cause and with or without notice, at any time by Teen Challenge of Arizona. I understand that no company representative, other than the Executive State Director, and then only when in writing and signed by the Executive State Director, has any authority to enter into any agreement for employment for any specific period of time, or to make any agreement contrary to the foregoing.

APPLICANT SIGNATURE

Applicant's Signature:

Date:

FOR CORPORATE OFFICE USE

Interviewed By:

Date:

Interviewed By:

Date:

To be hired?

Yes

No

Position:

Start Date:

Comments: