



Application for Employment

Ozark Christian College does not discriminate on the basis of race, color, national origin, sex, disability, or age. As a church-related institution, OCC reserves the right to develop policies consistent with its religious tenets.

Please print or type. Please complete each section, even if you attach a resume. Submit electronically to Human Resources hr@occ.edu.

Personal Information

Name (First, MI, Last)

Address	City	State	Zip
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Phone Number	Mobile Number	Email Address
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Are you legally eligible for work in the United States? No <input type="checkbox"/> Yes <input type="checkbox"/>	Have you ever been convicted of, or pleaded guilty or no contest to, a felony or misdemeanor conviction (other than minor traffic violation)? <i>Conviction will not necessarily disqualify an applicant from employment.</i> <i>You are not obligated to disclose sealed or expunged records of conviction or arrest.</i> No <input type="checkbox"/> Yes <input type="checkbox"/> If Yes, please explain
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Have you ever applied for employment with us? No Yes If Yes: Month/Year

Have you accepted Jesus Christ as your personal Savior? No Yes
 What church do you attend? What is its denomination or affiliation?

Position

Position You Are Applying For	Available Start Date	Desired Pay Rate
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Employment Desired Full Time Part Time

Education

Type of School	Name & Location	Year Completed	Graduate?	Degree
Graduate			No <input type="checkbox"/> Yes <input type="checkbox"/>	
College			No <input type="checkbox"/> Yes <input type="checkbox"/>	
Business/Trade/Tech			No <input type="checkbox"/> Yes <input type="checkbox"/>	
High School			No <input type="checkbox"/> Yes <input type="checkbox"/>	

References

Name	Title	Company	Phone

Employment History (Begin with most recent)

1. Employer	Your Job Title & Description	Dates Employed
Work Phone	Supervisor Name	Pay Rate
Address	Reason for Leaving	May we contact? No <input type="checkbox"/> Yes <input type="checkbox"/>
2. Employer	Your Job Title & Description	Dates Employed
Work Phone	Supervisor Name	Pay Rate
Address	Reason for Leaving	May we contact? No <input type="checkbox"/> Yes <input type="checkbox"/>
3. Employer	Your Job Title & Description	Dates Employed
Work Phone	Supervisor Name	Pay Rate
Address	Reason for Leaving	May we contact? No <input type="checkbox"/> Yes <input type="checkbox"/>

Signature

I certify that my answers are true and complete to the best of my knowledge. I understand that nothing contained in this application, or conveyed during any interview is intended to create an employment contract. I understand that filling out this form does not indicate there is a position open and does not obligate Ozark Christian College to hire me. If this application leads to employment, I understand that any false or misleading information in my application or interview may result in my release. I understand that my employment with Ozark Christian College is at-will and can be terminated at any time and for any reason with or without advance notice by myself or Ozark Christian College.

Name (Please Print)	Signature
Date	

Campus Safety

In compliance with the Clery Act, Ozark Christian College publishes annual reports containing information about crime prevention, reporting policies, crime statistics, and other safety and security-related information. The college also maintains daily crime and fire logs. To view OCC's Annual Security and Fire Safety Report, go to occ.edu/security. Hard copies are also available upon request at the Ozark Christian College Student Affairs Office, 1111 North Main Street, Joplin, MO 64801.