

**Employment Application  
for positions in Catholic schools in the  
Diocese of Stockton, California**

It is the purpose of all Catholic parishes and schools, located in the geographic boundaries of the Roman Catholic Diocese of Stockton, to promote the mission and ministry of the Roman Catholic Church. All parish and school employees and volunteers commit themselves to the following principles:

- ❖ *To respect the dignity of each person as made in God's image and likeness;*
- ❖ *To maintain standards of professional and personal conduct which reflect the values, principles, and teachings of the Catholic Church*
- ❖ *To contribute by personal example to a Christian work environment;*
- ❖ *To support the mission of the Roman Catholic Church, the Roman Catholic Diocese of Stockton, and the Catholic Schools Office*

Catholic parishes and schools may choose to hire as employees persons who are not members of the Roman Catholic Church. However, all employees are required, as a condition of employment, to conduct themselves in a manner that is compatible with the teachings and mission of the Roman Catholic Church. The pastor reserves the right to restrict employment to members in good standing of the Roman Catholic Church to the extent that this is deemed a bona fide occupational qualification.

**PLEASE PRINT**

Position for which you are applying: \_\_\_\_\_

Date of Application \_\_\_\_\_

Name \_\_\_\_\_

Business Telephone (     ) \_\_\_\_\_ Home Telephone (     ) \_\_\_\_\_

Address \_\_\_\_\_ City/State/Zip \_\_\_\_\_

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

If the position requires membership in a Catholic Parish, please identify your parish

\_\_\_\_\_

How did you hear about this position? \_\_\_\_\_

(E.g. newspaper/parish bulletin/friend, website, etc.)

**Employment Desired (check all that apply)**

Regular full-time work    Grade (s) / Subject(s) \_\_\_\_\_  
 Regular part-time work    Grade (s) / Subject(s) \_\_\_\_\_  
 Temporary work            Grade (s) / Subject(s) \_\_\_\_\_  
 Substitute teaching        Grade(s)/Subject(s) \_\_\_\_\_

Besides English, which language(s) do you speak, read, or write? \_\_\_\_\_

Do you have a California Catechist Certificate?     Yes     No

**Employment History (Begin with current or most recent employment)**

Name of Employer \_\_\_\_\_  
Address \_\_\_\_\_ City: \_\_\_\_\_  
Type of Business \_\_\_\_\_ Job Title: \_\_\_\_\_  
Telephone No. ( ) \_\_\_\_\_ Your Supervisor's Name \_\_\_\_\_  
Major Responsibilities \_\_\_\_\_

Dates of Employment: From: \_\_\_\_\_ To: \_\_\_\_\_ Salary: \_\_\_\_\_  
Status: Full-time paid \_\_\_\_\_ Part-time paid \_\_\_\_\_ Volunteer \_\_\_\_\_  
Reason for leaving: \_\_\_\_\_  
May we contact this employer for a reference?    Yes \_\_\_    No \_\_\_

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Name of Employer \_\_\_\_\_  
Address \_\_\_\_\_ City: \_\_\_\_\_  
Type of Business \_\_\_\_\_ Job Title: \_\_\_\_\_  
Telephone No. ( ) \_\_\_\_\_ Your Supervisor's Name \_\_\_\_\_  
Major Responsibilities \_\_\_\_\_

Dates of Employment: From: \_\_\_\_\_ To: \_\_\_\_\_ Salary: \_\_\_\_\_

## Personal Information

1. Have you ever been employed by the Catholic Church? Yes \_\_\_ No \_\_\_  
If yes, when and where? \_\_\_\_\_
2. Are you at least 18 years old? Yes \_\_\_ No \_\_\_
3. If hired, can you present proof of your legal right to live and work in the United States? Yes \_\_\_ No \_\_\_
4. Are you able to perform the essential functions of the job for which you are applying either with or without reasonable accommodations? Yes \_\_\_ No \_\_\_  
If no, describe the functions that cannot be performed. \_\_\_\_\_

(Note: We consider reasonable accommodations measures that may be necessary for employees to perform essential functions).

5. Have you ever been convicted of or pleaded no contest to a criminal offense, felony or any misdemeanor? Yes \_\_\_ No \_\_\_  
If yes, state nature of the crime(s), when and where convicted and disposition of the case. \_\_\_\_\_

## Education and Training

School	Name & Address	No. of years completed	Did you graduate?	Degree or Diploma
High School				
College/ University MAJOR:				
College/ University MAJOR:				
Vocational/ Business MAJOR:				
Other				

Do you have teaching credential? State: \_\_\_\_\_ Document # \_\_\_\_\_

