

OLIVET BAPTIST CHURCH, TULSA, OKLAHOMA
APPLICATION FORM FOR
PRESCHOOL, CHILDREN AND YOUTH WORKERS

This application is to be completed by all applicants for any position (whether paid or volunteer) if the position involves working with minors. This is not an employment application. This form is part of our effort to provide a safe environment for minors who are involved in our programs. The information you provide will be held in strict confidence and will not be disclosed beyond what is reasonably necessary or legally required.

I. PERSONAL INFORMATION

Full legal name: _____

Address: _____

City: _____ State: _____ Zip: _____

Home Phone #: (____) _____ Social Security # _____

Cell #: (____) _____ Cell Service Provider: _____

Email Address: _____

Have you ever used or been known by any aliases or maiden name? _____

If so, what other name might you have gone by or been known by?

Why did you use an alias? _____

If you have not lived at your present address for five years or longer, please list prior

Address: _____

From (calendar date): _____ to _____

II. CHURCH WORK HISTORY:

Name of church where you hold membership: _____

Church Address: _____

Denomination: _____ Pastor's Name _____

Dates as Member: From _____ To _____

What work did you perform with preschoolers, children or youth? _____

Prior church where you held membership: _____

Denomination: _____ Pastor's Name _____

Church address: _____

Dates as Member: From _____ To _____

What work did you perform with preschoolers, children or youth? _____

III. PRESENT EMPLOYMENT:

Name of Employer: _____
Address: _____ Phone #: _____
Starting Date: _____ Does your work involve minors? _____
Type of work performed: _____

Immediate Supervisor: _____

IV. CHARACTER REFERENCES: (Do not list relatives or former employers)

Name: _____
Address: _____
Phone #: _____ Known How Long? _____
Relationship to you: _____
Occupation: _____

Name: _____
Address: _____
Phone #: _____ Known How Long? _____
Relationship to you: _____
Occupation: _____

V. PERSONAL QUESTIONS:

During your lifetime, have you ever been accused of molesting or abusing a child, or accused of physical assault or sexual offenses of any nature? Yes _____ No _____
If yes, please explain the nature of the accusation, charge or conviction (this information will be protected and kept confidential). _____

As a child or teenager were you ever molested, abused, assaulted or subjected to a sex offense of any nature? Yes _____ No _____

I hereby certify that I have read the above and foregoing application form. My answers are true and correct to the best of my knowledge.

If I am allowed to work with preschoolers, children or youth, I agree to be bound by the Bylaws, Constitution and policies of Olivet Baptist Church, Tulsa, Ok and refrain from unscriptural conduct in the performances of services to the church.

Printed Name

Signature

Date

AUTHORIZATION FOR CONSUMER REPORTS

Authorization

I hereby authorize procurement of consumer report(s) and investigative consumer report(s) by Company. If hired (or contracted), this authorization shall remain on file and shall serve as ongoing authorization for Company to procure such reports at any time during my employment, contract, or volunteer period. I authorize without reservation, any person, business or agency contacted by the consumer reporting agency to furnish the above-mentioned information.

This authorization is conditioned upon the following representations of my rights:

I understand that I have the right to make a request to the consumer reporting agency: Datasource, Inc (“Agency”), 1200 South Outer Road, Blue Springs, MO 64015, telephone number (877) 577-3832, upon proper identification, to obtain copies of any reports furnished to Company by the Agency and to request the nature and substance of **all information** in its files on me at the time of my request, including the sources of information, and the Agency, on Company’s behalf, will provide a complete and accurate disclosure of the nature and scope of the investigation covered by any investigative consumer report(s). The Agency will also disclose the recipients of any such reports on me which the Agency has previously furnished within the two year period for employment requests, and one year for other purposes preceding my request (California three years). I hereby consent to Company obtaining the above information from the Agency. I understand that I can dispute, at any time, any information that is inaccurate in any type of report with the Agency. I may view the Agency’s privacy policy at their website: www.datasourcecorp.com

I understand that if the Company is located in California, Minnesota or Oklahoma, that I have the right to request a copy of any report the Company receives on me at the time the report is provided to Company. By checking the following box, I request a copy of all such reports be sent to me. Check here:

As a California applicant, I understand that I have the right under Section 1786.22 of the California Civil Code to contact the Agency during reasonable hours (9:00 a.m. to 5:00 p.m. (ETZ) Monday through Friday) to obtain all information in Agency’s file for my review. I may obtain such information as follows: 1) In person at the Agency’s offices, which address is listed above. I can have someone accompany me to the Agency’s offices. Agency may require this third party to present reasonable identification. I may be required at the time of such visit to sign an authorization for the Agency to disclose to or discuss Agency’s information with this third party; 2) By certified mail, if I have previously provided identification in a written request that my file be sent to me or to a third party identified by me; 3) By telephone, if I have previously provided proper identification in writing to Agency; and 4) Agency has trained personnel to explain any information in my file to me and if the file contains any information that is coded, such will be explained to me.

I understand that if I am applying for employment in New York, that I have the right to receive a copy of Article 23-A of the New York Correction Law _____(initial if this applies).

I understand that if the report is provided to an employer in the State of Washington, that I can contact the following office for more information regarding my rights under Washington state law in regard to these reports: State of Washington Attorney General, Consumer Protection Division, 800 5th Ave, Ste. 2000, Seattle, Washington 98104-3188, (206) 464-7744.

I understand that I have rights under the Fair Credit Reporting Act, and I acknowledge receipt of the Summary of Rights _____ (initials).

Printed Full Name: _____

Signature: _____

Date: _____

APPLICANT/EMPLOYEE:

Printed Full Name: _____
(First) (Middle) (Last)

Alias/Maiden Name(s): _____

Social Security Number: _____ Date of Birth: _____

Driver's License Number: _____ State of Issuance: _____

Email: _____ Phone: _____

(List all addresses during the past 7 years)

Current: _____
(Street) (City) (State) (Zip) (Dates)

Previous: _____
(Street) (City) (State) (Zip) (Dates)

Previous: _____
(Street) (City) (State) (Zip) (Dates)

Previous: _____
(Street) (City) (State) (Zip) (Dates)

Previous: _____
(Street) (City) (State) (Zip) (Dates)

DISCLOSURE FOR CONSUMER REPORTS

In connection with my application for employment (including contract or volunteer services), or application to rent a dwelling with Olivet Baptist Church, I understand consumer reports will be requested by you (“Company”). These reports may include, as allowed by law, the following types of information, as applicable: names and dates of previous employers, reason for termination of employment, work experience, reasons for termination of tenancy, former landlords, education, accidents, licensure, credit, etc. I further understand that such reports may contain public record information such as, but not limited to: my driving record, workers’ compensation claims, judgments, bankruptcy proceedings, evictions, criminal records, etc., from federal, state, and other agencies that maintain such records.

In addition, investigative consumer reports (gathered from personal interviews, as applicable, with former employers or landlords, past or current neighbors and associates of mine, etc.) to gather information regarding my work or tenant performance, character, general reputation and personal characteristics, and mode of living (lifestyle) may be obtained.

If I am hired, I understand that my employer can use this disclosure and authorization to continue to obtain such consumer reports throughout my employment, contract period or volunteer service.

Signature: _____

Dated: _____