

**EMPLOYMENT APPLICATION**

Home page: <http://www.spu.edu/depts/hr/>

To learn more about Seattle Pacific University, please read the University's Statement of Faith on page 4 prior to completing this application.

Position(s) of Interest \_\_\_\_\_ Date \_\_\_\_\_

**PERSONAL INFORMATION**

Full Name \_\_\_\_\_

Street Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Telephone: Day \_\_\_\_\_ Evening \_\_\_\_\_ Email Address \_\_\_\_\_

Have you previously been employed by Seattle Pacific University?  Yes  No If yes, give position and dates: \_\_\_\_\_

How did you learn about this job opening at SPU? (please provide exact name of source) \_\_\_\_\_

For placement purposes only, are you related by blood or by marriage to any present employees at Seattle Pacific University? Yes  No  If "Yes," please list below:

Name	Relationship	Department

Do you or any of your relatives have a financial interest in a business/organization that has a financial relationship to the University?

Yes  No  If "Yes," please list below.

Name	Relationship	Position/Organization

Upon receiving an offer of employment, can you provide the required employment eligibility information (e.g. proof of U.S. citizenship, permanent residency, unexpired temporary residency or a current valid visa that would permit you to work in this country)?  Yes  No

Date available for employment \_\_\_\_\_

I am willing to work (please check all that apply):  Full time  Part Time  Temporary

**REFERENCES**

List below three persons (other than relatives) who are familiar with your character, professional qualifications, and experience to whom we may direct inquiries.

Name	Address	Telephone No.	Relationship

## WORK EXPERIENCE

In the spaces below, please complete the requested information regarding **your last ten years of work experience**, listing most recent experiences first. Include US military service and voluntary service. Attach additional pages if necessary.

Employer:	<b>From</b> Mo. Yr.	<b>To</b> Mo. Yr.	Supervisor:
Address:			Phone:
Title and Duties:			May be contacted <input type="checkbox"/> Yes <input type="checkbox"/> No
Reason for Leaving:	Ending Salary:		
Employer:	<b>From</b> Mo. Yr.	<b>To</b> Mo. Yr.	Supervisor:
Address:			Phone:
Title and Duties:			May be contacted <input type="checkbox"/> Yes <input type="checkbox"/> No
Reason for Leaving:	Ending Salary:		
Employer:	<b>From</b> Mo. Yr.	<b>To</b> Mo. Yr.	Supervisor:
Address:			Phone:
Title and Duties:			May be contacted <input type="checkbox"/> Yes <input type="checkbox"/> No
Reason for Leaving:	Ending Salary:		
Employer:	<b>From</b> Mo. Yr.	<b>To</b> Mo. Yr.	Supervisor:
Address:			Phone:
Title and Duties:			May be contacted <input type="checkbox"/> Yes <input type="checkbox"/> No
Reason for Leaving:	Ending Salary:		
Employer:	<b>From</b> Mo. Yr.	<b>To</b> Mo. Yr.	Supervisor:
Address:			Phone:
Title and Duties:			May be contacted <input type="checkbox"/> Yes <input type="checkbox"/> No
Reason for Leaving:	Ending Salary:		

## EDUCATION & TRAINING

List all colleges, universities, and/or trade schools (or high schools excluding dates of attendance if no higher education) attended. List the most recent education first.

Name of Institution	Dates of Attendance		Sem./Qtr. Hours Earned (Specify which)	Degree/Cert./Dip loma Attained (Include major)	Date of Graduation
	From	To			

Any additional information you would like to provide regarding your skills: \_\_\_\_\_



## STATEMENT OF FAITH

**Faith And Mission.** At Seattle Pacific University, we seek to ground everything we do on the transforming gospel of Jesus Christ. Such a claim is both personal, a commitment by each member of our community, and institutional, a corporate aspiration that has guided this institution from its founding. Even while we celebrate the rich diversity of the Church throughout the world, we anchor our faith on the person of Jesus Christ, the authority of Holy Scripture, and the tradition of the Christian Church throughout history.

Our mission at Seattle Pacific University is to engage the culture and change the world, through competence, character, wisdom, and community. We believe our faith in Jesus Christ is the informing and sustaining power through which we fulfill this distinctive calling.

*Our position of faith within the Christian Church is shaped in four ways:*

**1. We Are Historically Orthodox.** We affirm the historic Christian faith, as attested in the divinely inspired and authoritative Scriptures of the Old and New Testaments, and as summarized, for example, in the Apostles' and Nicene Creeds. We affirm that God is triune, and that the three divine Persons—the Father, the Son, and the Holy Spirit—are coequal, coessential, and coeternal. We affirm that by the grace and power of God the universe was brought into being, is continually sustained and governed, and will ultimately be brought to its promised consummation. We affirm, further, that we human beings are created by God in God's own image to be stewards of creation, and that we are called to love God with all our heart, soul, mind and strength, and to love others as ourselves. In these divinely appointed tasks we have failed, so that we are now subject to judgment and death. Yet we rejoice that God's grace is available to us through the life, death, and resurrection of Jesus Christ; and that through faith in Christ we are delivered from sin and death and empowered by the Holy Spirit for lives of joyful obedience to the Father. Finally, we respond to the Spirit's call to participate in Christ's body, the church; to embrace Christ's mission to the world; and to live in the hope and assurance that Christ's return will bring to completion God's saving work.

**2. We Are Clearly Evangelical.** We stand within the broad evangelical tradition of Christianity and, as such, we joyfully accept the task of proclaiming the evangel—God's good news—to the world. We understand this to mean that Jesus Christ is the Lord and Savior of the world and that he alone can liberate broken and fallen human beings from sin and death. We lift high the authority of holy scripture as divinely inspired, embraced by the church as central to our understanding and witness. We affirm that the Holy Spirit works in human hearts to kindle faith in Jesus Christ, to restore people

to a right relationship with God and each other, and to begin transforming people into the likeness of Christ. And we believe the gospel promise that light, health, wholeness, and peace are abundantly available to everyone who asks. Yet we also believe that we are called to practice what we preach: first, by cultivating vital Christian piety; and second, by engaging the surrounding culture through public testimony and loving service.

**3. We Are Distinctively Wesleyan.** Standing within the Wesleyan holiness branch of historic and evangelical Christianity, and recognizing the Free Methodist Church as our founding denomination, Seattle Pacific University is informed by the theological legacy of John and Charles Wesley. We share their conviction that God's saving purpose is the renewal of human hearts and lives in true holiness through the transforming work of the Holy Spirit. We are shaped by their emphasis on the importance of the human response to the Spirit's renewing work, including the vital role of the spiritual disciplines and practices—such as prayer, meditation, worship, Scripture study, charitable giving, public witness to Christ's saving love, and service to those in need—all of which serve as means of God's grace. Above all, we embrace the Wesleys' hope that God's transforming love is offered to all persons, addresses all areas of life, and will not rest content until it has redeemed the whole creation.

**4. We Are Genuinely Ecumenical.** As heirs of John Wesley's catholic-spirited Christianity, we seek to gather persons from many theological and ecclesial traditions who have experienced the transforming power of Jesus Christ. We believe that theological diversity, when grounded in historic orthodoxy and a common and vital faith in Christ, enriches learning and bears witness to our Lord's call for unity within the church. We are also well aware of other dividing walls that separate people from one another, walls that Christ desires to break down—walls of gender, race, ethnicity, nationality, language, and class. We believe that Christ calls us to value diversity and to seek ways for all persons in our university community to grow in their individual giftedness and to contribute in meaningful ways to our common life and work. Thus, in all of our diversity, we are centered in Christ, and called by him to shape, model, and participate together in grace-filled community.

**Therefore,** we commit ourselves to this faith, and to these shaping influences that define our community of faith, and we pledge ourselves, with humility and conviction, to live as best we know how in loving relationship with Jesus Christ and in faithful service to others. This we believe to be the defining center of our lives and the guiding aspiration of our life in community at Seattle Pacific University.

## NOTICE OF NONDISCRIMINATION POLICY

## SEATTLE PACIFIC UNIVERSITY

It is the policy of Seattle Pacific University not to discriminate on the basis of race, color, national origin, sex, age or disability in its programs or activities, as required by applicable laws and regulations.

As a religious educational institution operating under the auspices of the Free Methodist Church of North America, Seattle Pacific University is permitted and reserves the right to prefer employees or prospective employees on the basis of religion.

If you have any questions regarding this policy, please contact either of the following persons:

Associate Vice President for Academic Affairs and Dean of Student Life  
(206) 281-2123  
Room 209 Student Union Building  
Mailing Address:  
3307 Third Avenue West, Suite 212  
Seattle, WA 98119

Executive Director of Human Resources (206) 281-2809  
330 W. Nickerson Street  
Mailing Address:  
3307 Third Avenue West, Suite 302  
Seattle, WA 98119

If you believe you may have been discriminated against in violation of this policy, please immediately contact one of the individuals designated above or refer to the University's Discrimination Grievance Procedures ("Grievance Procedures"). Copies of the Grievance Procedures may be obtained from the above designated individuals; the Office of Student Life; or the Office of Human Resources. Copies of the Grievance Procedures are also posted on the University's website ([www.spu.edu](http://www.spu.edu)).

### Human Resources Use Only

	Copies To:	Date:	Interviews:	Notes:
Card Sent _____	_____	_____	_____	_____
Data Entered _____	_____	_____	_____	_____
Skill Code _____	_____	_____	_____	_____