**New Hire**

|  |  |  |  |
| --- | --- | --- | --- |
| TF Campus: |  | Today’s Date: |  |
| First Name: |  | | |
| Middle Name: |  | | |
| Last Name: |  | | |

|  |  |  |  |
| --- | --- | --- | --- |
| Home Address 1: |  | Home City: |  |
| Home Address 2: |  | Home State: |  |
|  |  | Home Zip: |  |
|  |  |  |  |
| Spouse’s Name: |  | Birthdate: |  |
| Child 1 Name: |  | Birthdate: |  |
| Child 2 Name: |  | Birthdate: |  |
| Child 3 Name: |  | Birthdate: |  |
| Child 4 Name: |  | Birthdate: |  |

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Birthdate: |  | Gender: |  | Male |  | Female |  |  |  |  |
| Social Security |  |  |  |  |  |  |  |  |  |  |
| Number: |  | Marital Status: |  | Single |  | Married |  | Separated |  | Divorced |
| Email: |  |  |  |  |  |  |  |  |  |  |
| Cell Phone: |  |  |  |  |  |  |  |  |  |  |
| Home Phone: |  |  |  |  |  |  |  |  |  |  |

**EEOC**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Ethnic / Racial Group: |  | American Indian or Alaskan |  | Hispanic or Latino |
| (EEOC) |  | African American or Black |  | White |
|  |  | Asian |  | Two or More |
|  |  |  |  |  |

|  |  |  |  |
| --- | --- | --- | --- |
| New Hire Signature: |  | Date: |  |

***Notice of Nondiscrimination: I understand that the employer does not unlawfully discriminate in employment and no question on this application is used for the purpose of limiting or excusing any applicant from consideration for employment on a basis prohibited by applicable federal, state or local law. Provision of this information is voluntary and failure to provide this information will not subject you to any adverse treatment.***

***Business Office Use Only***

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Original Date of Hire: | |  | | Trinity Fellowship Member: |  | Yes | |
| Date of Re-Hire: | |  | |  |  | No | |
| Home Department: | |  | |  |  |  | |
| Job Category (EEOC): | |  | | Background Check: |  | Yes | |
| Job Title: | |  | |  |  | No | |
|  | |  |  |  |  | N/A | |
| Position: | |  | Full-Time |  |  | | |
|  | |  | Part-Time | Background Check Date: |  | | |
|  | |  | Temporary |  |  | | |
|  | |  |  |  |  | | |
| Entered By: |  | | | | Date: | |  |