



WORK HISTORY AND SELF ASSESSMENT

This Information will not be the only basis for hiring decisions. You are not required to furnish any information which is prohibited by federal, state, or local law.

Today's Date:	
Last Name:	
First Name:	
Middle Name:	
SSN:	
Birth Date:	
E-mail Address:	
Mobile Number:	
Home Address:	

EVALUATIONS

Meyers Briggs:	
Strengthsfinder 2.0:	
D.I.S.C. (Ex: D-3, I-6, S-2, C-2, Promoter):	

I. EDUCATION

High School 1 2 3 4 (mark one)
College/Graduate School 1 2 3 4 5 6 7 8 (mark one)

A – High School

High School Name:	
Location:	
Approx. number in graduating class:	
Rank from the top:	
Final GPA:	

Extracurricular activities:	
Offices, honors/awards:	
Part-time & summer work	

B – College/Graduate School

Name & Location:	
Dates attended:	to
Degree:	
Major:	
GPA:	
Total credit hours:	
Activities, Honors & Awards:	
What undergraduate courses did you like most? Why?:	
What undergraduate courses did you like least? Why?:	
How was your education financed?:	
Part-time & summer work:	
Other courses, seminars, or studies:	

What people or events during college might have had an influence on your career?

What were some of the high points during your college years? Low points?

How computer literate are you? List specific competencies.

II. BUSINESS EXPERIENCE: Please start with your present or most recent position, and complete a different section (A, B, C, etc.) for each job title. For example, if you have had two promotions at your present employer, ACME Corp., you have had three jobs, so complete sections A, B, and C for ACME, and D will correspond to a previous employer.

A.

Employer Name:	
Address:	
City, State, Zip:	
Phone:	
Kind of Business:	
Employment Dates (month & year):	to
Salary \$:	
Number of direct reports, if any:	
Title:	
Name & Title of Immediate Supervisor:	
Supervisor's Strengths and Shortcomings:	
What Do You Most Enjoy About Your Job:	
What Do You Least Enjoy About Your Job:	
Describe the situation when you took the position. What shape was the job in with respect to talent, resources, systems, etc.? Specifically, what major challenges did you face?	
What are your key responsibilities and accountabilities?	
List your major accomplishments. Please quantify the information (e.g., "20% increase in sales").	

What mistakes have you made in the position? What would you do differently if you could start over in the job?	
What do you believe your current boss sees as your major strengths?	
What do you believe your current boss sees as your weakness and areas for improvement?	
What has been your most recent overall performance rating in this job? (Please explain the scale: 5 = "exceeds expectations," 4 = "meets expectations" etc.) If you have not had a performance evaluation in this job, what is your best guess as to how you would be rated by your boss?	

B.

Employer Name:	
Address:	
City, State, Zip:	
Phone:	
Kind of Business:	
Employment Dates (month & year):	to
Salary \$:	
Number of direct reports, if any:	
Title:	
Name & Title of Immediate Supervisor:	
Supervisor's Strengths and Shortcomings:	
What Do You Most Enjoy About Your Job:	
What Do You Least Enjoy About Your Job:	

Describe the situation when you took the position. What shape was the job in with respect to talent, resources, systems, etc.? Specifically, what major challenges did you face?	
What are your key responsibilities and accountabilities?	
List your major accomplishments. Please quantify the information (e.g., "20% increase in sales").	
What mistakes have you made in the position? What would you do differently if you could start over in the job?	
What do you believe your current boss sees as your major strengths?	
What do you believe your current boss sees as your weakness and areas for improvement?	
What has been your most recent overall performance rating in this job? (Please explain the scale: 5 = "exceeds expectations," 4 = "meets expectations" etc.) If you have not had a performance evaluation in this job, what is your best guess as to how you would be rated by your boss?	

C.

Employer Name:	
Address:	
City, State, Zip:	
Phone:	
Kind of Business:	
Employment Dates (month & year):	to

Salary \$:	
Number of direct reports, if any:	
Title:	
Name & Title of Immediate Supervisor:	
Supervisor's Strengths and Shortcomings:	
What Do You Most Enjoy About Your Job:	
What Do You Least Enjoy About Your Job:	
Describe the situation when you took the position. What shape was the job in with respect to talent, resources, systems, etc.? Specifically, what major challenges did you face?	
What are your key responsibilities and accountabilities?	
List your major accomplishments. Please quantify the information (e.g., "20% increase in sales").	
What mistakes have you made in the position? What would you do differently if you could start over in the job?	
What do you believe your current boss sees as your major strengths?	
What do you believe your current boss sees as your weakness and areas for improvement?	
What has been your most recent overall performance rating in this job? (Please explain the scale: 5 = "exceeds expectations," 4 = "meets expectations" etc.) If you have not had a performance	

evaluation in this job, what is your best guess as to how you would be rated by your boss?

Note: If you had additional positions within the past ten years, please attach a separate sheet of paper and follow the format for positions A-D.

Indicate any of the above employers you do NOT wish to have contacted: _____

III. BELIEFS

I believe in the literal resurrection of Jesus Christ.

- Agree Disagree

I believe the miracles were supernatural occurrences as presented in the Biblical account.

- Agree Disagree

I believe that a Christian can lose their salvation.

- Agree Disagree

I believe in a literal heaven, hell and a personal devil.

- Agree Disagree

I believe the Bible is without error in its original form.

- Agree Disagree

I believe in the Father, Son and Holy Spirit as three persons, but one God.

- Agree Disagree

I believe that a Christian receives the Holy Spirit when he is saved.

- Agree Disagree

I have experienced one or more of the commonly called "charismatic gifts" (ie., speaking in tongues, interpreting tongues, etc.).

- Agree Disagree

I believe that man was created by God and did not evolve from something less than human.

- Agree Disagree

I believe in the priesthood of the believer, that all Christians have direct access to God.

- Agree Disagree

I believe in the power of prayer to affect and change lives.

- Agree Disagree

I believe that Jesus Christ was born to a virgin.

- Agree Disagree

I believe when a person repents of their sin and turns by faith to Christ, they are saved by grace.

- Agree Disagree

IV. ACTIVITIES & COMPETENCIES

Membership in professional or job-relevant organizations. (You may exclude groups that indicate race, color, religion, natural origin, disability, or other protected status.):

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Publications, patents, inventions, professional licenses, or additional special honors or awards:

--

Top 5 most influential books:

--

What book did you just finish and what are you going to read next?:

--

Describe how you came to faith in Jesus:

--

List 3-5 questions that you would want to have asked of you in an interview that you think would “shows off your talents”:

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V. Self-Appraisal

Please provide a thorough self-appraisal, beginning with what you consider your strengths, assets, things you like about yourself, and things you do well. What are your shortcomings, weak points, and areas for improvement?: