

**Cuyahoga Valley Church  
Custodial  
Candidate Information Summary**

**Position:** \_\_\_\_\_

Name \_\_\_\_\_ Telephone: \_\_\_\_\_

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

Email \_\_\_\_\_

Best Way to Contact You (email or phone) \_\_\_\_\_

**Educational History**

<u>High School</u>	<u>College</u>	<u>College</u>
School _____	School _____	School _____
H.S. Rank _____	Major _____	Major _____
GPA _____	GPA _____	GPA _____
	Degree _____	Degree _____

Please list on a scale of 1-5 (1-Excellent; 2-Good; 3-Average; 4-Poor; 5-Never used) your competency with the following software:

Word \_\_\_\_\_ • Excel \_\_\_\_\_ • CCB Church Database Software \_\_\_\_\_

• Outlook (email) \_\_\_\_\_ • Other \_\_\_\_\_

Please list your level of knowledge to work in the following areas: 1: licensed in or have a certificate in this area; 2: very familiar but not licensed; 3: average familiarity (i.e. replace HVAC motors, change light ballasts, replace faucets, etc.); 4: can perform basic maintenance tasks (i.e change furnace filters, replace faucet washer, etc.); 5: not familiar/comfortable at all).

General Cleaning: \_\_\_\_\_

Carpentry: \_\_\_\_\_

Electrical: \_\_\_\_\_

HVAC systems: \_\_\_\_\_

General maintenance on gas engine/outdoor equipment: \_\_\_\_\_

Lawn Mowing (using zero turn riding mower): \_\_\_\_\_

Painting: \_\_\_\_\_

Plumbing: \_\_\_\_\_

Roofing Systems: \_\_\_\_\_

Snowplowing: \_\_\_\_\_

Van/Pick Up Vehicle Maintenance: \_\_\_\_\_

Please list any additional courses or specialized training that you may have had or licenses or certifications you have received.

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Please list any awards or achievements you have received.

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**Work History (Most recent to less recent – both full-time and part-time)**

<p><b>Name of Organization</b> _____</p> <p>Position _____</p> <p>Phone _____</p> <p>Dates _____ (To) (From)</p> <p><input type="checkbox"/> Full-time <input type="checkbox"/> Part-time</p> <p>Reported to _____</p> <p>May we contact: _____ Yes _____ No</p> <p>Reason for leaving _____</p>	<p><b>Name of Organization</b> _____</p> <p>Position _____</p> <p>Phone _____</p> <p>Dates _____ (To) (From)</p> <p><input type="checkbox"/> Full-time <input type="checkbox"/> Part-time</p> <p>Reported to _____</p> <p>May we contact: _____ Yes _____ No</p> <p>Reason for leaving _____</p>
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