



**Grace Christian Academy**  
PO Box 1099 ♦ 498 Arlington Avenue  
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## APPLICATION FOR EMPLOYMENT

### PERSONAL DATA

Position Applied for (please be specific) \_\_\_\_\_

Name Mr. Mrs. Miss \_\_\_\_\_  
First Middle Last

Present Address \_\_\_\_\_  
Street City State ZIP

Phone \_\_\_\_\_

Permanent Address \_\_\_\_\_  
Street City State ZIP

Phone \_\_\_\_\_

Date of Birth \_\_\_\_\_ Age \_\_\_\_\_ Race \_\_\_\_\_ Nationality \_\_\_\_\_ SS# \_\_\_\_\_

Condition of Health \_\_\_\_\_

Number of days missed from work (school) last year? \_\_\_\_\_

Physical Disabilities \_\_\_\_\_

Married Yes No Separated Divorced (if divorced, explain on a separate sheet)

Number of Children \_\_\_\_\_

Spouses' Name \_\_\_\_\_ Maiden Name of Wife \_\_\_\_\_

### CHURCH INFORMATION

Member of \_\_\_\_\_ Church Address \_\_\_\_\_

Pastor's Name \_\_\_\_\_ Phone \_\_\_\_\_ How long a member? \_\_\_\_\_

Association or denominational affiliation \_\_\_\_\_

Check which services you attend regularly:

       Sunday School        Sunday Morning Worship        Sunday Evening        Mid-Week Service        Visitation

       Other \_\_\_\_\_

Are you actively engaged in your local church?        Yes        No

What positions do you hold? \_\_\_\_\_ Previously held? \_\_\_\_\_

Spouse's Position in local church? \_\_\_\_\_

Do you agree wholeheartedly with the attached doctrinal statement? \_\_\_\_ Yes \_\_\_\_ No

Do you have a personal assurance that you are a Christian \_\_\_\_ Yes \_\_\_\_ No How long? \_\_\_\_\_

Write a brief spiritual autobiography including your personal relationship with Jesus Christ (use another sheet if necessary). \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Have you read our Statement of Faith (copy included)? \_\_\_\_ Yes \_\_\_\_ No

Do you subscribe without reservation to the Statement of Faith? \_\_\_\_ Yes \_\_\_\_ No

Give any concerns \_\_\_\_\_

Have you been baptized by immersion? \_\_\_\_ Yes \_\_\_\_ No

Is it your first choice to teach in a Christian school? \_\_\_\_ Yes \_\_\_\_ No

Give a statement on the Lord's leading in your life toward Christian school teaching:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

## PHYSICAL, MENTAL, MORAL INFORMATION

Have you ever been treated for a nervous, mental or emotional disorder? \_\_\_\_ Yes \_\_\_\_ No

Explain \_\_\_\_\_

Are you on medication or drugs of any kind? \_\_\_\_ Yes \_\_\_\_ No Explain: \_\_\_\_\_

Do you use alcoholic beverages of any kind? \_\_\_\_ Yes \_\_\_\_ No Explain: \_\_\_\_\_

Do you use any form of tobacco? \_\_\_\_ Yes \_\_\_\_ No Explain: \_\_\_\_\_

Have you ever been arrested, held, or indicted for any reason? \_\_\_\_ Yes \_\_\_\_ No Explain: \_\_\_\_\_



**BUSINESS EXPERIENCE, EDUCATION, MILITARY AND REFERENCES**

Date	Name & Address Of Employer	Salary	Position	Reason for leaving
From: To:				
From: To:				
From: To:				
From: To:				

Education Level	Name & Location Of School	Date Graduated	Subject Studied	Degrees Earned
Grammar School				
High School				
College				
Other				

**OTHER SERVICE AND EMPLOYMENT**Military Status: ☐ None ☐ Reserves ☐ Other: \_\_\_\_\_

Dates of Service: \_\_\_\_\_ Type of Discharge \_\_\_\_\_

Former Employment (College, Work, Summer Employment, etc.)

Inclusive Dates	Kind of Work	Employer name and address
1. _____	_____	_____
2. _____	_____	_____
3. _____	_____	_____
4. _____	_____	_____
5. _____	_____	_____

Have you ever been dismissed or asked to resign from a place of employment? ☐ Yes ☐ NoFrom a teaching position? ☐ Yes ☐ No

If yes to either question, give details:

## PLACEMENT DATA

Subjects or grades for which you are applying: \_\_\_\_\_

Subjects or grades which you could teach: \_\_\_\_\_

## GENERAL QUESTIONS

Why do you wish a teaching position with this school?

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

How did you hear about this school? \_\_\_\_\_

Are you prepared to teach Bible and Christian doctrine? \_\_\_\_\_

Art \_\_\_\_\_ Music \_\_\_\_\_ Handcrafts (list) \_\_\_\_\_

Do you play the piano or other musical instrument? List \_\_\_\_\_

What school activities can you conduct? \_\_\_\_\_

How do you rate yourself as a disciplinarian? \_\_\_\_\_

How long do you feel you want to teach for a living? \_\_\_\_\_ Years \_\_\_\_\_ Career \_\_\_\_\_ Other: \_\_\_\_\_

Do you have a definite love for children \_\_\_\_\_ Yes \_\_\_\_\_ No

Date you would be available to begin \_\_\_\_\_

Approximate salary you expect \_\_\_\_\_

What valid teaching or administrative credentials do you have?

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_



## REFERENCE INFORMATION

List the names of five persons who know of your work, your character, or your qualifications for teaching. Include a superintendent, principal or supervising teacher under who you have taught, a pastor, a church associate or spiritual leader, a businessman and a friend who has known you for several years. Give their complete name and address below.

Name	Position	Address, City, State, ZIP
1. _____	_____	_____
Phone: _____		_____
2. _____	_____	_____
Phone: _____		_____
3. _____	_____	_____
Phone: _____		_____
4. _____	_____	_____
Phone: _____		_____
5. _____	_____	_____
Phone: _____		_____

Do you have placement credentials with a college or agency? If so, please have them sent to our school.

Present employer \_\_\_\_\_

Address, City, State, ZIP \_\_\_\_\_

Phone \_\_\_\_\_ Date employment began \_\_\_\_\_

Last employer: \_\_\_\_\_

Address, City, State, ZIP \_\_\_\_\_

Phone \_\_\_\_\_ Date employment began \_\_\_\_\_

Reason for leaving \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Are you under contract now? \_\_\_\_\_ for the coming year? \_\_\_\_\_

What is the latest date you may resign without violating your contract? \_\_\_\_\_

I understand that reference information obtained in the processing of this application is confidential and as applicant I waive the right to review and/or obtain copies of these references. I affirm that my statements and answers on this application are true and accurate to the best of my knowledge and I further understand that providing false information may result in termination of any contract offered.

Applicant's signature \_\_\_\_\_ Date \_\_\_\_\_