

Jackson Christian School Employment Application
(Hourly Employees and Substitute Teaching)

Your interest in Jackson Christian School is appreciated. We invite you to fill out this initial application and return it to our school office. Once we have reviewed your application and determine we have further interest, we will contact your references. If we have continued interest in your candidacy, we will arrange for a personal interview.

We realize that the key to a successful Christian School is its staff. We are seeking qualified applicants, who really love children, and who, by the pattern of their lives, are Christian role models. Luke 6:40.

We look forward to receiving your initial application. Thank you for your interest in the ministry of our school. It is our prayer that God will fulfill His perfect will in the lives of all applicants.

A. Applicant's Name and Address

Full Name:

Date of Application: ____/____/____

Date Available: ____/____/____

Present Address: _____

Telephone Number: Days (____)_____ Evenings (____)_____

Best time to call: _____

How long have you lived at the above address: _____

Permanent address and phone number if different than present address:

On the reverse side, please list any additional addresses where you have resided at any time during the past five years.

B. Position Desired

Please indicate the position for which you are applying. _____

Also, list any other positions for which you believe you are qualified.

Are you interested in: ____ Full-time ____ Part-time ____ Substitute

How did you learn about the position for which you are applying?

C. Christian Background

- In your own handwriting on separate paper briefly give your Christian testimony.

Bible – Do you believe the Bible to be the **ONLY** inspired and infallible Word of God, our final authority in all matters of faith, truth and conduct? Yes No

Signature: _____

Statement of Faith – Please carefully read the attached Statement of Faith and indicate below your full agreement with, or your degree of support.

I fully support the Statement of Faith as written without mental reservations.

Signature: _____

I support the Statement of Faith (found in G below) except for the area(s) listed and explained on a separate paper. The exceptions represent either disagreements or items for which I have not yet formed an opinion or conviction.

Signature: _____

What is your local church affiliation? _____

Are you presently a member in good standing? Yes No

Number of years attending? _____

C. Christian Background (Continued)

In what church activities are you involved and with what degree of regularity?

What is your attitude toward working with those of other races and those of other denominational beliefs?

D. Educational Qualifications

	Degree	Date Received	Issuing Institution
High School	_____	_____	_____
College	_____	_____	_____
Other	_____	_____	_____

E. Employment History

Please start with your current or most recent employer and work backwards for the past ten years. If necessary, you may make copies of this page, or following the same format, use the reverse side.

Employer: _____
Position: _____ Dates of Employment: _____
Address: _____
Supervisor's Name: _____ Telephone Number: _____
Reason for leaving: _____

Employer: _____
Position: _____ Dates of Employment: _____
Address: _____
Supervisor's Name: _____ Telephone Number: _____
Reason for leaving: _____

Employer: _____
Position: _____ Dates of Employment: _____
Address: _____
Supervisor's Name: _____ Telephone Number: _____
Reason for leaving: _____

Have you ever worked under a different name for any of the employers you have listed? Yes No

If so, what was the name or names? _____

F. Personal References

You will need to sign the attached Reference Release Form and return it with this application. Do not list family members or relatives for references.

References – Give three references who are qualified to speak of your spiritual experience and Christian service. **List your current pastor first.**

	<u>Name/Complete Address</u>	<u>Telephone Number/Relationship to You</u>
1.	_____	_____
	_____	_____
2.	_____	_____
	_____	_____
3.	_____	_____
	_____	_____

G. Mission Statement/Vision Statement/Statement of Faith

Mission Statement: "Equipping students to impact the world for Christ."

Vision Statement: Jackson Christian School students will possess wisdom, knowledge and a biblical worldview resulting in a lifestyle of character, leadership, service, stewardship, and worship.

Statement of Faith

1. We believe the Bible to be the inspired, infallible, inerrant, authoritative Word of God. (*II Timothy 3:15, II Peter 1:21*)

2. We believe there is one God, eternally existent in three persons, Father, Son and Holy Spirit. (*Genesis 1:1, Matthew 28:19, John 10:30*)
3. We believe in the deity of Christ, *John 10:30*, His virgin birth, *Isaiah 7:14, Matthew 1:23*, His sinless life, *Hebrews 4:15, Hebrews 7:26*, His atoning death, burial, and resurrection, *I Corinthians 15:3, Ephesians 1:7, John 11:25, I Corinthians 15:4*, His personal return in power and glory, *Acts 1:11, Revelation 19:11*.
4. We believe in the absolute necessity of regeneration by the Holy Spirit for salvation because of the exceeding sinfulness of human nature; and that men are justified on the single ground of faith in the shed blood of Christ, and that only by God's grace and through faith alone are we saved. (*John 3:16-19, John 5:24, Romans 3:23, Romans 5:8-9, Ephesians 2:8-9, Titus 3:5*)
5. We believe in the present ministry of the Holy Spirit by whose indwelling the Christian is enabled to live a godly life. (*Romans 8:13-14, I Corinthians 3:16, I Corinthians 6:19-20, Ephesians 4:30, Ephesians 5:18*)
6. We believe in a literal view of the creation account as presented in Genesis (*Genesis 1-2:25*). During six, twenty-four hour time periods, God created the physical world we live in, the natural laws and processes that govern the universe, as well as all living things. Biblical writings and all physical evidence in the physical world support this view. Evolution, theistic evolution, gap theory, or any other view inconsistent with scripture is rejected as unbiblical and teaching that is outside of biblical truth and is therefore rejected unconditionally.

H. Applicant's Certification and Agreement

I understand that Jackson Christian School does not discriminate in its employment practices against any person because of race, color, national or ethnic origin, gender, age, or disability.

I hereby certify that the facts set forth in this initial application are true and complete to the best of my knowledge. I understand that discovery of falsification of any statement or a significant omission of fact may prevent me from being hired, or if hired, may subject me to immediate dismissal regardless of the time elapsed before discovery. If I am released under these circumstances, I further understand that I will be paid and receive benefits only through the day of release.

I authorize Jackson Christian School to thoroughly interview the primary references which I have listed, any secondary references mentioned through interviews with primary references, or other individuals who know me and have knowledge regarding my testimony and work record. I also authorize the school to thoroughly investigate my

work records and evaluations, my educational preparation, and other matters related to my suitability for the job.

I authorize references and my former employers to disclose to the school any and all employment records, performance reviews, letters, reports, and other information related to my life and employment, without giving me prior notice of such disclosure. In addition, I hereby release the school, my former employers, references, and all other parties from any and all claims, demands, or liabilities arising out of or in any way related to such investigation or disclosure. I waive the right to ever personally view any references given to the school.

Since I will be working with children, I understand that I must submit to a fingerprint check by the FBI and possibly other federal and state authorities. I agree to fully cooperate in providing and recording as many sets of my fingerprints as are necessary for such an investigation. I authorize the school to conduct a criminal records check. I understand and agree that any offer of employment that I may receive from the school is conditioned upon the receipt of background information, including criminal background information. The school may refuse employment or terminate conditional employment if the school deems any background information unfavorable or to reflect adversely on the school or on me as a Christian role model.

I understand that this is only an application for employment and that no employment contract is being offered at this time.

I certify that I have carefully read and do understand the above statements.

Signature of Applicant: _____ Date: _____

Authorization to Release Reference Information

I have made application for a position as a _____ with Jackson Christian School. I have authorized the school to thoroughly interview the primary references which I have listed, any secondary references mentioned through interviews with primary references, or other individuals which know me and have knowledge regarding my testimony and work record. I also authorize the school to thoroughly investigate my work records and evaluations, my educational preparation, and all other matters related to my suitability for employment.

I authorize references and my former employers to disclose to the school any and all employment records, performance reviews, letters, reports, and other information related to my life and employment, without giving me prior notice of such disclosure.

In addition, I hereby release the Jackson Christian School, my former employers, references, and all other parties from any and all claims, demands, or liabilities arising out of or in any way related to such investigation or disclosure.

I waive the right to ever personally view any references given to Jackson Christian School.

I agree that a photocopy or facsimile copy of this document and any signature shall be considered for all purposes as the original signed release on file.

I certify that I have carefully read and do understand the above statements.

Applicant's Name (Print)

Date

Applicant's Signature

Applicant's Social Security Number