

HERITAGE CHRISTIAN ACADEMY EMPLOYMENT APPLICATION

<p>Your interest in Heritage Christian Academy is appreciated. We invite you to fill out this application and return it as soon as possible. If an opening occurs for which it appears you may qualify, we will request further information. If there is continued interest in your candidacy, we will contact your references, we may send you some follow up questions, and arrange for a personal interview.</p>			
<p>We realize that the key to a successful Christian School is its staff. We are grateful for those who are professionally qualified, who really love children, and who, by the pattern of their lives, exemplify Christ.</p>			
<p>Heritage Christian Academy does not discriminate on the basis of race, color or ethnic origin in the hiring of its certified or non-certified personnel. We look forward to receiving your application. Thank you for your interest in the ministry of Heritage Christian Academy. It is our prayer that God will fulfill His perfect will in the lives of all applicants.</p>			
DATE: _____			
Last Name: _____		First Name: _____	
Middle Initial: _____			
Street Address: _____		City, State _____	
Zip Code _____			
Home Telephone: _____		Cell Number: _____	
Work Telephone: _____		E-Mail Address: _____	
Social Security Number: _____		Marital Status: _____	
Date of Birth: _____		Spouses Name: _____	
Spouse's Employer & Occupation: _____			
Number of Children: _____		Ages: _____	
Upon Employment, can you show verification of your legal right to work in the Unites States?		<input type="checkbox"/> Yes	<input type="checkbox"/> No
Have you ever been convicted of a felony which has not been dismissed		<input type="checkbox"/> Yes	<input type="checkbox"/> No
POSITION APPLYING FOR: Please Circle Desired Position		Teacher Aide Office	Elementary Middle School High School
Subject(s) desired to teach:		_____	
How were you referred?		<input type="checkbox"/> Newspaper <input type="checkbox"/> Employee <input type="checkbox"/> Website <input type="checkbox"/> Other	
Have you ever applied for employment with us before?		<input type="checkbox"/> Yes	<input type="checkbox"/> No
Have you ever been employed by us before?		<input type="checkbox"/> Yes	<input type="checkbox"/> No
Are you related to any employee at Heritage Christian Academy?		<input type="checkbox"/> Yes	<input type="checkbox"/> No
When are you available for employment?		_____	

PROFESSIONAL QUALIFICATIONS		
EDUCATION		
What degree or degrees do you hold?		Please attach <u>photocopies</u> of all your college transcripts. Should you be offered a position, <u>official copies</u> will be required to be submitted in your personnel file.
COLLEGE/UNIVERSITY	DEGREE	DATE RECEIVED
MAJOR (S)		
MINOR (S)		
EXPERIENCE: List your experience with the most recent first.		
Name of School/Business		Address
Immediate Supervisor:		
Phone:	Can we contact this employer? <input type="checkbox"/> Yes <input type="checkbox"/> No	Dates of Employment:
Position Held:		Duties
Name of School/Business		Address
Immediate Supervisor:		
Phone:	Can we contact this employer? <input type="checkbox"/> Yes <input type="checkbox"/> No	Dates of Employment:
Position Held:		Duties:
Name of School/Business		Address
Immediate Supervisor:		
Phone:	Can we contact this employer? <input type="checkbox"/> Yes <input type="checkbox"/> No	Dates of Employment:
Position Held:		Duties:
Name of School/Business		Address
Immediate Supervisor:		
Phone:	Can we contact this employer? <input type="checkbox"/> Yes <input type="checkbox"/> No	Dates of Employment:
Position Held:		Duties:

PERSONAL REFERENCES

Give names of three persons to whom you are not related.

You will need to sign the Reference Release Form that is attached and return it with this application. Give three references qualified to speak on your spiritual experience and Christian service. List your current pastor first.

Name/Address	Telephone	Occupation	Years Known

Give three references qualified to speak of your professional training and experience. List your current or most recent supervisor first.

Name/Address	Telephone	Occupation	Years Known

PERSONAL PHILOSOPHY

1. Why do you wish to work in a Christian School?

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2. What is your philosophy of discipline? Attitude towards corporal punishment?

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3. What areas do you feel are your strengths? Weaknesses?

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4. What do you believe about the origin of the earth and mankind?	
5. Please summarize any additional information that you would like to present regarding your candidacy for this position?	
SPECIALIZED SKILLS (Skills) <i>WHAT PROFESSIONAL JOB RELATED LICENSES DO YOU HOLD?</i>	
List your hobbies and personal interests.	
CHRISTIAN BACKGROUND	
Do you believe the Bible to be the ONLY inspired and infallible Word of God, our final authority in all matters of faith, conduct, and truth? <input type="checkbox"/> Yes <input type="checkbox"/> No	

CHURCH:

Denominational preferences? _____

What is your local church affiliation? _____

Briefly write below your Christian testimony.

Signature: _____

Date: _____

STATEMENT OF FAITH

1. **We believe** the Bible as the only authoritative Word of God, it is eternally reliable in all matters of Christian faith and practice. (2 Timothy 3:15, 2 Peter 1:21).
2. **We believe** there is only 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 10:33) His virgin birth (Isaiah 7:14, Matthew 1:23, Luke 1:35) His sinless life (Hebrews 4:15, 7:26) His miracles (John 2:11) His vicarious and atoning death (1 Corinthians 15:3, Ephesians 1:7, Hebrews 2:9) His resurrection (John 11:25, 1 Corinthians 15:4) His ascension to the right hand of the Father (Mark 16:19) His personal return in power and glory (Acts 1:11 and Revelation 19:11).
4. **We believe** that God created marriage to be exclusively the union of one man and one woman, and that intimate sexual activity is to occur exclusively within that union. (Genesis 2:18-25, 1 Corinthians 6:18; 7:2-5, Hebrews 13:4)
5. **We believe** that God wonderfully and immutably created each person as a male or female, and that these two distinct, complementary genders together reflect the image and nature of God. (Genesis 1:26-27, Matthew 16:18-20, 1 Corinthians 6:9-10)
6. **We believe** that all human life is sacred and created by God in His image. Human life is of inestimable worth in all its dimensions, including pre-born babies, the aged, the physically or mentally challenged and every other stage or condition from conception through natural death. We are therefore called to defend, protect, and value all human life. (Psalm 139).
7. **We affirm** that salvation is by grace, through faith in our Lord Jesus Christ. We affirm that repentance from personal sin toward God, faith in our Lord Jesus Christ, and regeneration by the Holy Spirit are necessary to salvation. (John 3:16-19, 5:24, Romans 3:23, 5:8-9, Ephesians 2:9-10, Titus 3:5).
8. **We affirm** the repentance from personal sin toward God, faith in our Lord Jesus Christ, and regeneration by the Holy Spirit is necessary to salvation. (Ephesians 4:4-24)
9. **We affirm** the resurrection of both, the saved and the lost, those who are saved to the resurrection of life and those who are lost to the eternal punishment. (John 5:28-29).
10. **We believe** in the spiritual unity of believers in our Lord Jesus Christ (Romans 8:9, 1 Corinthians 12:12-13, Galatians 3:26-28).
11. **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, 1 Corinthians 3:16 6:19-20, Ephesians 4:30, 5:18).

I have read and understand that these are the principles by which Heritage Christian Academy was found and I will agree to instruct in this school according to these statements. If I have a child in this school, these principles may be taught to my child in school.

_____ I fully support the Statement of Faith as written with no mental reservations

Signature: _____ Date: _____

_____ I support the Statement except the area(s) listed and explained below. The exceptions represent either disagreements or items for which I have not yet formed an opinion or conviction.

Signature: _____ Date: _____

AUTHORIZATION TO RELEASE REFERENCE INFORMATION

I have applied for a position with Christian Educators, Inc., DB Heritage Christian academy, a non-denominational Christian school in Hopkinsville, KY. I authorize Christian Educators, Inc., to inquire about my work and personal history and to verify all data given in my application for employment, related papers, and my oral interview.

I authorize the release and giving any information requested by Christian Educators, Inc. such as employment records, performance reviews, and personal references whether such information is favorable or unfavorable to me.

I release any person, organization, or company from any and all liability, claims, or damages that may directly or indirectly result from the use, discloser, or release of any such information by any person or party, whether such information is favorable or unfavorable to me.

I further waive the right to ever personally view any references given to Christian Educators, Inc.

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

Applicant's Name (Print)

Applicant's Signature

Applicant's Social Security Number

Date