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APPLICATION FOR EMPLOYMENT

PERSONAL INFORMATION:

Name _____
First M.I. Last

Email address: _____

Address _____
Street City State Zip Code

Home Telephone _____ Work Telephone _____

Date of Application _____ Date Available _____

Marital Status (Check One) Single _____ Engaged _____ Married _____ Separated _____ Divorced _____ Widow(er) _____

If married, name of spouse _____ Years Married _____ # of children _____ Ages _____

Current annual salary _____ Current position held _____

POSITION DESIRED:

Classroom Teacher _____ Special Ed. Teacher _____ Substitute _____ Instructional Aide _____ Other _____

Grade (K-12) or subject preference: 1st choice _____ 2nd choice _____
3rd choice _____ 4th choice _____

CHRISTIAN BACKGROUND:

Name of church you currently attend _____ Denomination _____

Pastor's Name _____ How long in attending _____

If less than 3 years, where did you fellowship before? _____ How Long _____

Signature _____ Date _____

OTHER WORK EXPERIENCE:

Employer	Position	Dates	Reason for Leaving
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

List any conferences, workshops, seminars or conventions that you have attended.

Title	Date	Title	Date
_____	_____	_____	_____
_____	_____	_____	_____

REFERENCES: You will need to sign the Reference Release Form attached to this application

Personal: Please give three references who are qualified to speak of your spiritual walk and Christian service. You may include your pastor, Home Fellowship Leader, etc. (Do **NOT** list family members or relatives as references.)

Name	Address	Phone	Position
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Professional: Please give three references who are qualified to speak of your professional training and/or work experience. List your current or most recent principal or supervisor first.

Name	Address	Phone	Position
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

EDUCATIONAL BACKGROUND:

Name	Yrs Attended	GPA	Credits	Degree
High School _____	_____	_____	_____	_____
College(s) _____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

Major in College _____ Minor _____

State Teaching Credential: No ___ Yes ___ Level _____ Valid until _____ State _____

ACSI Certificate: No ___ Yes ___ Level _____ Valid until _____ State _____

Please attach photocopies of all your transcripts/credentials with your application

TEACHING EXPERIENCE:

Please list all TEACHING related experience beginning with the most recent.

School/Church	Grades/Subject	Dates	Reason for Leaving
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Number of years teaching experience in:

Public School _____ Christian School _____ Other Private Schools _____

Are you currently under contract with another school? No _____ Yes _____

Please state your reason for leaving or desiring to leave your most recent position.

SUPPLEMENTAL INFORMATION:

List all church activities and/or ministries you are involved with regularly. _____

What other Christian service have you done since becoming a Christian? _____

Describe your routine of personal Bible study and prayer time. _____

Recently, what books or tapes have you read or heard that have helped you grow **spiritually**? _____

Recently, what books or tapes have you read or heard that have helped you grow **professionally**? _____

List your hobbies and/or talents _____

What do you like to do in your spare time? _____

Describe your areas of strength _____

Describe your areas of weakness. _____

What activities/events would you be able and willing to direct, advise, or coach? Check all that apply.

Clubs ____ Dramas ____ Sports ____ Speech ____ Choral ____ Other _____

What periodicals do you read regularly? _____

List memberships, offices held, & honors received in High School _____

In College _____ Currently _____

ESSAY: Why do you want to teach at a Christian vs. a public school?

APPLICANT'S CERTIFICATION AND AGREEMENT

I understand that Horizon Christian Schools does not discriminate in its employment practices against any person because of sex, race, color, national or ethnic origin, age or handicap. I further understand that any offer of employment is conditioned on the proof of legal authority to work in the U.S.

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 significant omission of fact during any phase of the hiring process may prevent me from being hired or, if hired, may subject me to immediate dismissal.

I authorize the agents of Horizon Christian School to inquire about my work and personal history and to verify all given data given in my application for employment, related papers, and my oral interviews. I authorize the release and giving of any information requested by Horizon Christian School such as employment records, performance reviews, and personal references. I release any person, organization, or company from liability or damage which may result from furnishing the information requested. I further waive the right to ever personally view any references given to Horizon Christian School.

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

Signature of Applicant _____ Date _____