

# Employment Application

C.H. Friend School is a Christ-centered, life and college preparatory school. We offer grades K3-12 with fun, rigorous, and Christ-centered classes, electives, and athletics. It is the mission and the goal of CHFS to prepare young men and women to impact the world not only with knowledge, but also with the Gospel of Jesus Christ.

Position(s) applying for:  Substitute-Elementary  Substitute-Middle School  Substitute-High School

Full-Time Teacher  Full-Time Aide  Part-time Aide

Today's Date: \_\_\_\_\_

## Personal History

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_ Middle Initial: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Email: \_\_\_\_\_ Cell Phone: \_\_\_\_\_ Gender:  Male  Female

1. Church attending: \_\_\_\_\_
2. Do you attend regularly?  Yes  No
3. What is your definition of a Christian: \_\_\_\_\_  
\_\_\_\_\_
4. Give a brief account of your Christian experience: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
5. How are you involved in the life of your church? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
6. In what ways do you currently care for your spiritual development? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
7. Have you ever applied with us before?  Yes  No
8. Have you ever been employed with us before?  Yes  No
9. Are you currently employed?  Yes  No
10. If so, may we contact your current employer?  Yes  No
11. Have you ever taught full-time in any K4 – 12th grade school before?  Yes  No
12. Have you ever taught part-time in any K4 – 12th grade school before?  Yes  No
13. Are you legally eligible for employment in the United States?  Yes  No
14. On what date would you be available to work? \_\_\_\_\_
15. List all friends or relatives employed by CHFS: \_\_\_\_\_
16. Have you ever been convicted of a felony?  Yes  No If so, explain: \_\_\_\_\_
17. How has God led you toward Christian school substitute/teaching? \_\_\_\_\_  
\_\_\_\_\_

18. Describe what you consider to be the distinctive nature and purpose of a Christian school:

\_\_\_\_\_

19. Explain how you would integrate biblical principles or truths into your teaching? Please describe any training or experience you have had regarding biblical integration: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Educational Background**

	Name, City State of School	Major	Degree/Diploma	Date Completed
High School				
Undergrade				
Graduate				
Other				

**Work Experience**

Employer:		Address:	
Position held:		Supervisor:	
Start Date:	Start Salary:	End Date:	End Salary:
Work Performed:			
Reason for Leaving			

Employer:		Address:	
Position held:		Supervisor:	
Start Date:	Start Salary:	End Date:	End Salary:
Work Performed:			
Reason for Leaving			

Employer:		Address:	
Position held:		Supervisor:	
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Start Date:	Start Salary:	End Date:	End Salary:
Work Performed:			
Reason for Leaving			

**References**

(1) Pastoral, (1) Spiritual, (1) Professional

Type:	Name:
Address:	
Phone Number:	Email Address:
Comments:	

Type:	Name:
Address:	
Phone Number:	Email Address:
Comments:	

Type:	Name:
Address:	
Phone Number:	Email Address:
Comments:	

**I certify that answers given herein are true and complete to the best of my knowledge.**

1. I authorize investigation of all statements contained in this application for employment as may be necessary in arriving at an employment decision.
2. I understand that this application for employment shall be considered active for a period of time not to exceed 45 days. Any applicant wishing to be considered for employment beyond this time period should inquire as to whether or not applications are being accepted at that time.
3. I hereby understand and acknowledge that, unless otherwise defined by applicable law, any employment relationship with this organization is of an "at will" nature, which means that the employee may resign at any time and the employer may discharge the employee at any time with or without cause. It is further understood that this "at will" employment relationship may not be changed by any written document or conduct unless such change is specifically acknowledged in writing by an authorized executive of this organization.
4. In the event of employment, I understand that false or misleading information given in my application or interview(s) may result in discharge. I understand, also that I am required to abide by all rules and regulations of the employer.
5. I consent to a criminal history and employment investigation by Halifax Christian School.

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Signature of Applicant

Date