

ACA EMPLOYMENT APPLICATION

Thank you for your interest in the ministry of Antioch Christian Academy. Consideration of employment is based on Christian ethics, Biblical standards, professional qualifications, and a love for children. Please complete this form as thoroughly as possible and return it to the Academy when completed. All information will be held in confidence. It is our policy to comply with all applicable state and federal laws prohibiting discrimination in employment based on race, age, color, sex, national origin, or other protected classification.

APPLICANT DATA: Please print.

DATE: / /

Full Name: _____ Male: _____ Female: _____
LAST FIRST MIDDLE

Present Address: _____
NO. STREET CITY STATE ZIP

Previous Address: _____
DATES NO. STREET CITY STATE ZIP

Phone: () Cell/Other Phone: E-mail Address: _____

Social Security #: _____ Age: _____ Date of Birth: / / Birthplace: _____

Marital Status: Single _____ Married _____ Divorced _____ Widowed _____

Spouse Name _____ Occupation _____

Children's Name and Ages: _____

SPIRITUAL BACKGROUND

Are you a Christian? _____ When did you become a Christian? _____

In your own handwriting, on a separate sheet of paper, please give your Christian testimony.

Please check the statements listed below with which you agree. Exceptions or disagreements may be listed and explained on a separate sheet of paper.

- I believe there is only one God, eternally existent in three persons: the Father, the Son, and the Holy Spirit.
- I believe that the Bible is the inspired Word of God, and is infallible and our final authority in all matters of religion.
- I believe that Jesus is the Christ, the Son of God, and the Savior of the world.
- I believe in the miraculous birth, sinless life, substitutionary death, bodily resurrection, ascension, and literal return of Jesus Christ.
- I believe that the Holy Spirit lives in the Christian, and helps him to live a godly life.
- I believe that salvation is a result of a personal faith in Christ, and that obedience to Christ is essential.
- I believe that baptism is an immersion in water, and has been commanded by Christ Jesus and the Apostles.
- I believe in everlasting life in Heaven for the saved, and everlasting life in Hell for the lost.
- I believe in the spiritual unity of believers in our Lord Jesus Christ.

Member of what church? _____ For how long? _____

Minister's Name: _____ Phone Number: _____

How often do you attend worship services: frequently: _____ occasionally: _____ seldom: _____ never: _____

Are you active in your church now? _____ In what capacity? _____

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

Describe your routine of personal Bible study and prayer.

EDUCATIONAL BACKGROUND

EDUCATION	NAME & LOCATION OF SCHOOL	DIPLOMA/MAJOR/MINOR	DEGREE
HIGH SCHOOL		-----	-----
COLLEGE/UNIVERSITY			
COLLEGE/UNIVERSITY			
OTHER TRAINING/EDUCATION			

Please list all certificates and endorsements you hold, levels, state certified in, and validation dates. Please attach photocopies of all college transcripts. Official copies of transcripts and certifications are required for inclusion in your personnel file, if offered a position.

In your own handwriting, on a separate sheet of paper, please provide a statement of your philosophy of Christian education. And answer this question: What do you believe you can offer Antioch Christian Academy?

EMPLOYMENT BACKGROUND

LAST THREE EDUCATION POSITIONS, OR OTHER EMPLOYMENT POSITIONS.

EMPLOYER	ADDRESS	PHONE NUMBER
FROM: _____ TO: _____		
EMPLOYMENT DATES	STARTING POSITION	STARTING SALARY LEAVING POSITION LEAVING SALARY
NAME AND TITLE OF SUPERVISOR		
DESCRIPTION OF DUTIES		REASON FOR LEAVING

EMPLOYER	ADDRESS	PHONE NUMBER
FROM: _____ TO: _____		
EMPLOYMENT DATES	STARTING POSITION	STARTING SALARY LEAVING POSITION LEAVING SALARY
NAME AND TITLE OF SUPERVISOR		
DESCRIPTION OF DUTIES		REASON FOR LEAVING

EMPLOYER	ADDRESS	PHONE NUMBER
FROM: _____ TO: _____		
EMPLOYMENT DATES	STARTING POSITION	STARTING SALARY LEAVING POSITION LEAVING SALARY
NAME AND TITLE OF SUPERVISOR		
DESCRIPTION OF DUTIES		REASON FOR LEAVING

PERSONAL BACKGROUND

REFERENCES: Give three references that are qualified to speak of your spiritual experience and Christian service. List your current pastor first. (Do not list family members or relatives for reference.)

NAME	ADDRESS, CITY, STATE	PHONE #	OCCUPATION	YEARS KNOWN

REFERENCES: Give three references that are qualified to speak of your professional training and experience or other work experience. List your most recent principal or supervisor first. (Do not list family members or relatives for reference.)

NAME	ADDRESS, CITY, STATE	PHONE #	OCCUPATION	YEARS KNOWN

Are you a citizen of the U.S. or do you have the legal right to be employed in the U.S.? Yes: No:

Have you ever been convicted of any crime (excluding minor traffic violations) including driving while under the influence of alcohol or controlled substances? Yes: No:

If yes, state the offense, location, date and disposition. NOTE: A conviction will not necessarily disqualify you from employment. (Sec 2 Corinthians 5:17)

Have you ever been indicted for, pled guilty to, been convicted of and/or lost employment because of child sexual or physical abuse? Yes: No: If yes, state the offense, location, date and disposition.

Antioch Christian Academy will conduct background checks on all applicants selected for interviews.

ITEMS TO ACCOMPANY YOUR COMPLETED APPLICATION:

- A handwritten statement of your Christian testimony.
- A handwritten statement of your philosophy of Christian education.(Teacher applicants only.)
- An answer to the question: "What do you believe you can offer Antioch Christian Academy?"
- Photocopies of college transcripts and certifications. (Teacher applicants only)
- Recommended: a current resume

Antioch Christian Academy
 3616 S.W. 119th St.
 Oklahoma City, OK 73170
 405-691-8012
 Fax: 405-735-9525

APPLICANT'S CERTIFICATION AND AGREEMENT

I certify that the facts set forth in this application for employment are true and complete to the best of my knowledge. I understand that if I am employed, false statements may result in my dismissal. I authorize Antioch Christian Academy to make an investigation of the facts set forth in this application and give my permission for a criminal background check to be run if I am selected for an employment interview.

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

Since I will be working with children, I understand that I may be required to submit to a fingerprint check or other background check by state or federal authorities. I agree to fully cooperate in providing and recording as many sets of fingerprints as is necessary for such an investigation. I authorize Antioch Christian Academy to conduct a criminal records check.

I understand that this is an application for employment and no contract is being offered at this time. I understand that employment at Antioch Christian Academy is "at will," which means that either I or the Academy can terminate the employment relationship at any time, with or without notice, and for any reason not prohibited by statute. All employment is continued on that basis.

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

DATE: _____

APPLICANT'S SIGNATURE: _____