



# NORTH HILLS CHRISTIAN SCHOOL

EQUIPPING HEARTS AND MINDS OF STUDENTS TO IMPACT THE WORLD FOR CHRIST

## Application for Employment

### Personal Data:

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_  
 Social Security Number: \_\_\_\_\_ Date of Birth: \_\_\_\_ / \_\_\_\_ / \_\_\_\_  
 Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_  
 Street Address: \_\_\_\_\_  
 City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Please answer the following questions. If you run out of space, please attach an additional document with your application:

Are you divorced and/or remarried?  No  Yes, Please Explain:

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Have you ever been dismissed or asked to resign from a previous employer?  No  Yes, Please Explain:

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Have you ever been convicted of possession/use of illegal drugs, drunkenness, DUI, battering, child abuse, molestation, sexual harassment, or any other similar behavior or practices?

No  Yes, Please Explain:

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Are you legally eligible for employment in this country?  Yes  No, Please Explain:

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### **Application Information:**

Date of Application: \_\_\_\_\_ When are you available to begin at NHCS: \_\_\_\_\_

Position(s) Desired: \_\_\_\_\_

Applying for:  Full-time  Part-time

Age/Grade Preferences (Instructional Positions Only): \_\_\_\_\_

Subject Area Preferences (Middle/High School Positions): \_\_\_\_\_

Willing to teach other ages/grades:  Yes  No

### **Skills and Interests:**

Please respond to the following topics. If you run out of space, please attach an additional document with your application:

Please list any extra-curricular sports or activities that you would be interested in coaching or advising:

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Please list any special skills, talents, or abilities that you believe will help you to perform well in the position:

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## **Licensure:**

Please complete the following information only if you are applying for a teaching position.

Do you hold a state teacher's license?  Yes  No      If yes, date of expiration: \_\_\_\_\_

If no, are you willing to pursue a teaching certificate?  Yes  No

Do you hold an ACSI teacher's license?  Yes  No      If yes, date of expiration: \_\_\_\_\_

If no, are you willing to pursue an ACSI teaching certificate?  Yes  No

Area(s) of certification (state or ACSI): \_\_\_\_\_

## **Testimony and Calling:**

*North Hills Christian School expects its faculty and staff to be members or regular attendees of a local church.*

Name of Church you Attend: \_\_\_\_\_

Denomination: \_\_\_\_\_ Are you a Member?  Yes  No

Attendance:  Rare  Occasional  Regular

Please respond to the following topics. If you run out of space, please attach an additional document with your application:

Please briefly give your personal Christian testimony:

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Describe your sense of leading by God to serve Him in a Christian school, including your leading to serve Him at North Hills Christian School:

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## **Education:**

Please list beginning with the most recent school.

*For instructional positions, copies of all college and/or university official transcripts, both undergraduate and graduate, should be filed with your applications or soon after submission. Please list any courses in Christian Philosophy of Education.*

School Name: \_\_\_\_\_ State: \_\_\_\_\_

Degree: \_\_\_\_\_ Major: \_\_\_\_\_

Dates Attended: \_\_\_\_\_

School Name: \_\_\_\_\_ State: \_\_\_\_\_

Degree: \_\_\_\_\_ Major: \_\_\_\_\_

Dates Attended: \_\_\_\_\_

School Name: \_\_\_\_\_ State: \_\_\_\_\_

Degree: \_\_\_\_\_ Major: \_\_\_\_\_

Dates Attended: \_\_\_\_\_

School Name: \_\_\_\_\_ State: \_\_\_\_\_

Degree: \_\_\_\_\_ Major: \_\_\_\_\_

Dates Attended: \_\_\_\_\_

## **Work Experience:**

Please list beginning with your most recent position.

Employer: \_\_\_\_\_ From: \_\_\_\_\_ To: \_\_\_\_\_

Supervisor: \_\_\_\_\_ Phone: \_\_\_\_\_

Job Title/ Grades or Subject Taught: \_\_\_\_\_

Reason for Leaving: \_\_\_\_\_



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Employer: \_\_\_\_\_ From: \_\_\_\_\_ To: \_\_\_\_\_  
 Supervisor: \_\_\_\_\_ Phone: \_\_\_\_\_  
 Job Title/ Grades or Subject Taught: \_\_\_\_\_  
 Reason for Leaving: \_\_\_\_\_

Employer: \_\_\_\_\_ From: \_\_\_\_\_ To: \_\_\_\_\_  
 Supervisor: \_\_\_\_\_ Phone: \_\_\_\_\_  
 Job Title/ Grades or Subject Taught: \_\_\_\_\_  
 Reason for Leaving: \_\_\_\_\_

Employer: \_\_\_\_\_ From: \_\_\_\_\_ To: \_\_\_\_\_  
 Supervisor: \_\_\_\_\_ Phone: \_\_\_\_\_  
 Job Title/ Grades or Subject Taught: \_\_\_\_\_  
 Reason for Leaving: \_\_\_\_\_

Employer: \_\_\_\_\_ From: \_\_\_\_\_ To: \_\_\_\_\_  
 Supervisor: \_\_\_\_\_ Phone: \_\_\_\_\_  
 Job Title/ Grades or Subject Taught: \_\_\_\_\_  
 Reason for Leaving: \_\_\_\_\_

## **References:**

A minimum of three references is requested. If you have additional references, please attach them with your application.

Name: \_\_\_\_\_ Title: \_\_\_\_\_  
 School/Company: \_\_\_\_\_ Phone: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Name: \_\_\_\_\_ Title: \_\_\_\_\_  
 School/Company: \_\_\_\_\_ Phone: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_



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Name: \_\_\_\_\_ Title: \_\_\_\_\_

School/Company: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_

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

## **Emergency Contact:**

Please provide the name, address, and telephone number of someone who should be contacted in case of an emergency.

Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Primary Phone: \_\_\_\_\_ Secondary Phone: \_\_\_\_\_

Address: \_\_\_\_\_

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

## **Philosophy:**

*North Hills Christian School expects all of its employees – both instructional and non-instructional – to be models of good character and to be in agreement with its moral views. All North Hills Christian School faculty and staff members must be evangelical Christians who are in agreement with the school’s philosophy, mission, vision, core values, and statement of faith.*

Please articulate your views on each of the following issues. If you run out of space, please attach an additional document with your application:

Your views on premarital sex:

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Your views on divorce and marriage:

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Your views on abortion:

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Your views on homosexuality:

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Your views on use of alcoholic beverages, tobacco, and mind/mood altering drugs:

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Your personal spiritual disciplines (i.e. your practice of prayer, worship, etc.):

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**Please respond to the following items only if you are applying for an instructional position (teacher or teacher's assistant).**

Your view of the Bible:

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Your view on the origins of the universe and man:

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Your view on school discipline; specifically on the principles of Matthew 18:15-17 in the context of a Christian school:

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Your philosophy of Christian education:

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## **Statement of Faith:**

North Hills Christian School believes the Bible is inspired, authoritative, inerrant, and infallible and is our final authority in matters of doctrine and practice. (2 Timothy 3:16), (2 Peter 1:21)

We believe there is one God, eternally existent in three persons - Father, Son, and Holy Spirit. He created the universe and everything in it. (Genesis 1:1), (Matthew 28:19), (John 10:30)

We believe that Jesus Christ is the Son of God and is fully divine and fully human. (John 10:33)  
We believe in His virgin birth (Isaiah 7:14), (Matthew 1:23), (Luke 1:35), His sinless life (Hebrews 4:15), (Hebrews 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), and His personal future return in power and glory (Acts 1:11), (Revelation 19:11).

We believe that every human is born sinful and in need of salvation. Those who receive salvation are justified by faith in the shed blood of Christ and that only by God's grace and through faith are we saved. (John 3:16-19, John 5:24), (Romans 3:23, Romans 5:8-9), (Ephesians 2:8-10), (Titus 3:5)

We believe that Jesus Christ will return to renew the whole creation and to judge the living and the dead. (John 5:28-29)

We believe in the spiritual unity of the body of Christ, which is the Church. It is composed of all believers who have accepted Jesus Christ as Savior. (Romans 8:9), (1 Corinthians 12:12-13), (Galatians 3:26-28)

We believe in the ministry of the Holy Spirit, by whose indwelling the Christian is enabled to exercise spiritual gifts and live a godly life. (Romans 8:13-14), (1 Corinthians 3:16, 1 Corinthians 6:19-20), (Ephesians 4:30, Ephesians 5:18)

We believe that the will of God for all believers is to give evidence of sanctification through being honorable in all relations with others and by increasing in the knowledge of Christ and growing in grace. (Romans 12:1-2), (1 Thessalonians 4:3), (James 1:27)



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We believe that God created men and women in His image and that these two distinct, yet complementary genders together reflect the image and nature of God. We believe that marriage is a

sacred, exclusive union between a man and a woman and serves as a picture of Christ's relationship with the church. We believe that God has commanded that sexual activity be exclusively reserved to a man and a woman who are married to each other. (Genesis 2:18-24), (Matthew 5:27-28, Matthew 15:18-20, Matthew 19:3-12), (Ephesians 5:22-33), (1 Corinthians 6:9-11&18, 1 Corinthians 7:1-5), (Hebrews 13:4)

We believe that the Bible describes how Christians ought to live and is the final authority of all that we believe concerning truth, morality, and personal conduct.

Without reservation, I support and agree with the North Hills Christian School Statement of Faith.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

*If any of your personal beliefs are out of accord with this statement, please attach an additional document with your application explaining why.*

## **Agreement to Terms of Application:**

I understand that North Hills Christian School does not discriminate in its employment practices on the basis of race, color, sex, disability, or national, or ethnic origin.

I hereby certify that the facts set forth in this application are true and complete to the best of my knowledge. I understand that discovery of falsified information or significant omission of fact may prevent me from being hired, or if hired, I may be subject to immediate termination of employment.

I authorize North Hills Christian School to inquire about my work and personal history and to verify all data given in my application for employment, related papers, and oral interviews. I authorize the release and giving of information requested by North Hills 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 review any references given to North Hills Christian School.



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If employed by North Hills Christian School, I understand that I have the right to terminate my employment at any time. North Hills Christian School also reserves the right to terminate my employment for any reason at any time.

I further certify that I have carefully read, fully understand, and agree to the above statement.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

### Office Use Only:

Interview Date: \_\_\_\_\_

Reference Check Date: \_\_\_\_\_

Second Interview:

Background Check Date: \_\_\_\_\_

Yes, Date: \_\_\_\_\_

No

Position Offered:

Accepted:

Yes, Date: \_\_\_\_\_

Yes, Date: \_\_\_\_\_

No

No

A:  S:  Field: \_\_\_\_\_

Probable Placement: \_\_\_\_\_