

Heritage Christian Academy

Employment Application

Phone: (912) 264-5491
4265 Norwich Street

Fax: (912) 264-0799
Brunswick, GA 31520

Please circle one: Mr. Mrs. Miss Ms. Dr. Other _____

Last Name _____ First _____ Maiden _____

Address _____
Street City State Zip

Phone numbers: Home _____ Cell _____
Other _____ Other _____
Email Address: _____

Date you are available for employment: _____

Indicate below the position(s) for which you are applying:

| Position | Grade Level/Subject Area |
|---------------------------|---------------------------------|
| Elementary School Teacher | |
| Middle School Teacher | |
| High School Teacher | |
| Other Position | |

Do you currently hold a valid teaching certificate(s)? yes _____ no _____

How did you learn about our school? _____

If currently employed, why are you considering leaving your position? _____

Where do you attend church? _____

What is your pastor's name? _____ Pastor's phone number? _____

How long have you attended your current church? _____ How often do you attend? _____

List and describe ministries in which you are currently involved. _____

Briefly describe your personal faith journey and how it relates to the role for which you are applying.

Please indicate in the appropriate box the areas that you feel qualified to coach or sponsor.

| | | | | | |
|------------|--|--------------|--|----------------------|--|
| Music | | Baseball | | Softball | |
| Basketball | | Cheerleading | | Model UN | |
| Drama | | Football | | Missions | |
| Yearbook | | Soccer | | Tennis | |
| Golf | | Volleyball | | Highschool Counselor | |
| Other | | Other | | | |

I certify that all statements contained herein are complete and accurate. Incomplete or inaccurate information may result in termination of employment and all contract and other penalties provided in the GA Code regarding “making false statements” and/or “falsification or government records”.

I give Heritage Christian Academy permission to conduct a thorough and complete background check through public records, internet information, and any other data bases deemed appropriate.

Print Full name _____
 First Middle Maiden (or previous) Last

Social Security number _____ Driver’s License number _____

Signature _____ Date _____

Heritage Christian Academy **Personal Staff Questionnaire**

The purpose of this part of the application is to give the school administration and church elders an opportunity to better evaluate your potential as an asset to the faculty of Heritage Christian Academy. If there is a question that you are uncomfortable answering, feel free to explain and/or skip the question. You may use additional paper, if necessary.

What did you enjoy most about your previous jobs?

What did you least enjoy about you previous jobs?

What is your description of a good supervisor? What attribute should he/she possess?

What is your description of a good employee?

Do you find it difficult to submit to authority? If yes, please explain what situations.

What activities do you enjoy? Hobbies?

Do you maintain personal devotions? How often?

What areas has God been working on in your life recently?

Have you had a life-changing experience with Jesus Christ, described in John 3, as the “new birth”?

Based on your unique combination of background, experiences, and training, how do you envision God using you over the next ten years?

What is something you would like to do with your life affecting the world for Jesus?

If you died today, for what would you be remembered by those who knew you the best?

In 1Corinthians 12, there is a description of nine spiritual gifts.
Indicate below the ones that you feel God has bestowed upon you.

_____ Teaching (the Bible)

_____ Exhortation (counseling/encouraging others)

_____ Giving (generously giving of self and resources to help others)

_____ Showing mercy (empathizing with others)

_____ Administration (organizing people to accomplish a task/job)

_____ Prophecy (identifying issues/evils in society/people quickly)

_____ Serving (enjoyment in using skills to meet the needs of others)

Please elaborate on how these have been evidenced in your life.

Do you believe in the baptism of the Holy Spirit with the subsequent experience of speaking in tongues is valid for today? Please explain.

Do you believe that God works in miraculous ways today?

Will you commit yourself to respect the leadership of the Academy and Church? Please comment.

Briefly describe your philosophy of Christian education.

Briefly describe your thoughts on the relevance of a Christian world view in today's society.

Please add any additional comments that you would like to make.