

# Heritage Christian Academy

## Employment Application

**Phone: (912) 264-5491**

**Fax: (912) 264-0799**

**4265 Norwich Street**

**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	<input type="checkbox"/>	Baseball	<input type="checkbox"/>	Softball	<input type="checkbox"/>
Basketball	<input type="checkbox"/>	Cheerleading	<input type="checkbox"/>	Model UN	<input type="checkbox"/>
Drama	<input type="checkbox"/>	Football	<input type="checkbox"/>	Missions	<input type="checkbox"/>
Yearbook	<input type="checkbox"/>	Soccer	<input type="checkbox"/>	Tennis	<input type="checkbox"/>
Golf	<input type="checkbox"/>	Volleyball	<input type="checkbox"/>	Highschool Counselor	<input type="checkbox"/>
Other	<input type="checkbox"/>	Other	<input type="checkbox"/>		<input type="checkbox"/>

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.