

APPLICATION FOR EMPLOYMENT

"To lovingly lead and equip our students for Kingdom living"



Name _____

Date of Application _____

Date Available for Work _____

REFERRAL SOURCE

☐ Friend _____ ☐ Relative _____ ☐ Internet Search ☐ ACSI Website ☐ Walk-in ☐ Other _____

AGREEMENT TO TERMS OF EMPLOYMENT

NON DISCRIMINATION

I understand that Metrolina Christian Academy does not discriminate in its employment practices against any person because of race, color, national or ethnic origin, gender, or handicap.

CERTIFICATION OF TRUTH

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 falsification of any statement or significant omission of fact may prevent me from being hired, or if discovered after hiring, I may be subject to immediate dismissal.

REFERENCES

Metrolina Christian Academy will require references on all employee applicants as part of the pre-employment process.

NOTIFICATION AND AUTHORIZATION OF BACKGROUND INVESTIGATION

I authorize Metrolina Christian Academy to inquire about my work and personal history and to verify all data given in my application for employment, related papers, and oral interviews.

MCA is hereby authorized to make any investigation on my personal history through any investigative agencies or bureaus of their choice in compliance with applicable laws or statutes. I understand that a criminal record check will be conducted on me, and I consent to any such check.

I, the undersigned, do release and forever discharge and agree to indemnify Metrolina Christian Academy, a ministry of First Baptist Church of Indian Trail, NC and each of their officers, directors, employees and agents harmless from and against any and all causes of actions, suits, liabilities, costs, debt and sums of money, claims and demands whatsoever, and any and all related attorney's fees, court costs and other expenses resulting from the investigation of my background in connection with my relationship with First Baptist Church. Furthermore I, certify that I have carefully read and do understand the above statements.

Signature of Applicant _____

GENERAL INFORMATION

Name _____
Last First Middle

Date of Birth _____ S.S.# _____

Address _____

City State Zip

Home Phone _____ Work Phone _____

E-Mail _____ Cell Phone _____

Position Desired _____

Age/Grade Level of preference _____

☐ Full-time ☐ Part-time ☐ School Hours ☐ After School Hours

Activities/Sports you would be able & willing to direct, advise, sponsor, or coach _____

PERSONAL INFORMATION

SPIRITUAL RELATIONSHIP

Describe your acceptance of Jesus Christ as your personal Savior.

Describe your sense of leading by God to serve Him in a Christian school, including your leading to consider serving Him at Metrolina Christian Academy.

CHURCH INFORMATION

Describe your church affiliation _____

Name of church _____ Denomination _____

Church Address _____

Pastor _____ Member? ☐Yes ☐No

Worship attendance: ☐Rare ☐Occasionally ☐Frequent ☐Regular

Church offices held / responsibilities / leadership / etc. _____

HISTORY

Have you ever been convicted of a felony crime? ☐Yes ☐No

If yes, give explanation with dates and references _____

Have you ever been convicted of possession/use of illegal drugs, drunkenness, D.U.I., battering, child abuse, molestation, sexual harassment, or any other similar behavior or practices? ☐Yes ☐No

If yes, give explanation with dates and references _____

Have you served in the military? ☐Yes ☐No

If yes, give details & dates _____

PROFESSIONAL INFORMATION

EDUCATION

| Name of School/College | Location | Years (from-to) | Subject(s) Major/Minor | Degree |
|------------------------|----------|-----------------|------------------------|--------|
| | | | | |
| | | | | |
| | | | | |

CERTIFICATION

Teaching Certificate ☐Yes ☐No State_____ Exp. Date_____

Endorsements_____ College GPA_____

ACSI Certification ☐Yes ☐No Type_____ Exp. Date_____

EDU-119 (NCEEC Credential I & II) ☐Yes ☐No

REFERENCES — Please list three references below..

| Name | Address | Contact Number |
|------|---------|----------------|
| | | |
| | | |
| | | |

EMPLOYMENT EXPERIENCE—Please list your experience beginning with your most recent job.

| Employer or School | Location | Dates Employed (from-to) | Subject(s) Taught or Work Performed | Position Held |
|--------------------|----------|--------------------------|-------------------------------------|---------------|
| | | | | |
| | | | | |
| | | | | |

Reason for terminating most recent, or current position:_____

Have you been dismissed, resigned to avoid being dismissed, or been asked to resign from a position? ☐Yes ☐No

If yes, explain _____

Do you have any physical or health limitation that might hinder you from fulfilling essential functions of this position, or affect your participation in any phase of the program? ☐Yes ☐No

If yes, explain _____

How many days have you missed for illness in the past three years? _____

COMPUTER SKILLS— Check those computer skills with which you are proficient (any version)

☐Microsoft Word
 ☐Microsoft Excel
 ☐Microsoft Access
 ☐Graphic Design
☐Microsoft Power Point
 ☐Microsoft Publisher
 ☐Photoshop
 ☐Web Page Design

OTHER PROFESSIONAL EXPERIENCE or SPECIAL SKILLS (Administrative, Extra Curricular, Coaching, Special Training)

IEWS AND POSITIONS

ACSI/Metrolina Christian Academy - STATEMENT OF FAITH

1. I believe the Bible to be the inspired, only infallible, authoritative, inerrant Word of God. (2 Timothy 3:16, Peter 1:21)
2. I believe there is one God, eternally existent in three persons - Father, Son and Holy Spirit (Genesis 1:1; Matthew 28:19; John 10:30).
3. I believe in the deity of Christ (John 10:33); His virgin birth (Isaiah 7:14; Matthew 1:23; Luke 1:35); His sinless life (Hebrews 4:15, 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); His personal return in power and glory (Acts 1:11; Revelation 19:11).
4. I believe in the absolute necessity of regeneration by the Holy Spirit for salvation because of the exceeding sinfulness of human nature; and that men are justified on the single ground of faith in the shed blood of Christ and that only by God's grace and through faith are we saved (John 3:16-21; 5:24; Romans 3:23; 5:8-9; Ephesians 2:8-10; Titus 3:5).
5. I believe in the resurrection of both the saved and the lost, they that are saved unto the resurrection of life, and they that are lost unto the resurrection of damnation (John 5:28-29).
6. I believe in the spiritual unity of believers in our Lord Jesus Christ (Romans 8:9; 1 Corinthians 12:12-13; Galatians 3:26-28).
7. I believe in the present ministry of the Holy Spirit, by whose indwelling the Christian is enabled to live a godly life (Romans 8:13-14; 1 Corinthians 3:16; 6:19-20; Ephesians 4:30; 5:18).

I support without reservation the above Statement of Faith.

Signed: _____ Date: _____

(If any of your personal beliefs are out of accord with this statement, please explain on a separate page.)

Please articulate the following: (please explain on a separate page)

1. Your view of the Bible.
2. Your view on the origin of the universe and of man.
3. Your views on discipline; specifically on the application of Matthew 18:15 -17 in the context of a Christian School.
4. Your views on the use of alcoholic beverages, tobacco, and mind/mood altering drugs.
5. Your views on pre-marital sex.
6. Your views on divorce and remarriage.
7. Your views on abortion.
8. Your views on homosexuality.
9. Your philosophy of Christian Education.

Describe your personal spiritual disciplines, i.e. your practice of prayer, Scripture reading, worship, etc.

What books have you read recently that have had an impact on your personal / spiritual life?

What hobbies or personal interests do you have?
