



7900 W Court Pasco, WA 99301
(509) 547-6498

www.kingspoint.org

GENERAL EMPLOYMENT APPLICATION

Your interest in Kingspoint Christian School is appreciated. We invite you to fill out this application and return it to our school office. We will contact your references. If we have continued interest in your candidacy, we will arrange for a personal interview.

We realize that the key to a successful Christian School is its staff. We are seeking applicants who are qualified and who, by the pattern of their lives, are Christian role models. Luke 6:40.

We look forward to receiving your application. Thank you for your interest in the ministry of our school. It is our prayer that God will fulfill His perfect will in the lives of all applicants.

A. APPLICANT'S NAME AND ADDRESS

Full name: _____

Application date: ____/____/____ Date available: ____/____/____

Present Address _____

Phone: Days (____)_____ Evenings (____)_____

Best time to call you? _____ Soc. Sec. No. _____

How long have you lived at the above address? _____

Permanent Address and Phone number if different than present address

*** On the reverse side please list any additional addresses where you have resided at any time during the past five years.**

B. POSITION DESIRED

____ Teacher Aide ____ Janitorial
____ Recess Monitor ____ Bookkeeper
____ Extended Day Instructor ____ Other

How did you learn about the position for which you are applying?

Special
Abilities

Please list:

C. CHRISTIAN BACKGROUND

*** Because we are a Christian ministry and office personnel are in direct contact with our students, and because children are influenced by the adult authorities in their lives, we require that our employees be Bible-believing, Christ-honoring, practicing members of a local evangelical church. In your own handwriting on separate paper briefly give your Christian testimony (what you believe and why) and sign the Declaration of Moral Integrity.**

Bible

Do you believe the Bible to be the ONLY inspired and infallible Word of God, our final authority in all matters of faith, truth and conduct?
Yes _____ No _____ Signature: _____

State-
ment of
Faith

Please carefully read our Statement of Faith and indicate below your degree of support.

_____ I fully support the Statement as written without mental reservations.
Signature: _____

_____ I support the Statement except for the area(s) listed and explained on a separate paper. The exceptions represent either disagreements or items for which I have not yet formed an opinion or conviction.
Signature: _____

Church
Service

Denominational preference? _____

What is your local church affiliation? _____

Are you presently a member in good standing? _____ Years? _____

In what church activities are you involved and with what degree
regularity?

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

D. PROFESSIONAL QUALIFICATIONS

Formal
Training

If applicable, what degree or degrees do you hold?

Degree	Date Received	Issuing Institution/Address
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Your Major(s)

Your Minor(s)

Cumulative grade point average BA _____

**On the back please explain any other experience or training related to
the position for which you are applying.**

E. EMPLOYMENT HISTORY

Please start with your current or most recent employer (or volunteer organizations which serve children) and work backwards for the past ten years. If necessary, you may make copies of this page or following the same format, use the reverse side.

Work
Back-
groundAddress

1. Employer _____
Position _____ Dates of Employment _____
Address _____

Supervisor's Name and Phone Number _____
Duties _____
Titles _____
Reason for leaving _____

2. Employer _____
Position _____ Dates of Employment _____
Address _____

Supervisor's Name and Phone Number _____
Duties _____
Titles _____
Reason for leaving _____

3. Employer _____
Position _____ Dates of Employment _____
Address _____

Supervisor's Name and Phone Number _____
Duties _____
Titles _____
Reason for leaving _____

4. Employer _____
Position _____ Dates of Employment _____
Address _____

Duties _____
Supervisor's Name and Phone Number _____
Titles _____
Reason for leaving _____

5. Employer _____

Position _____ Dates of Employment _____
Address _____

Supervisor's Name and Phone Number _____

Duties _____

Titles _____

Reason for leaving _____

Have you ever worked under a different name for any of the employers or organizations you have listed? If so, what was the name or names?

Have you already signed a contract for next year with any other institution?

Yes _____ No _____

F. PERSONAL REFERENCES

You will need to sign the **Reference Release Form** that is attached and return it with this application. Do not list family members or relatives for references.

Reference Give three references who are qualified to speak of your spiritual experience and Christian service. **List your current pastor/leader first.**

Name/Complete Address	Phone	Position
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1. _____

2. _____

3. _____

Give three references who are qualified to speak of your professional training and/or experience. **List your current or most recent supervisor first.**

Name/Complete Address	Phone	Position	Organization/Business
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1.			
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2.			
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3.			
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G. APPLICANT'S CERTIFICATION AND AGREEMENT

I understand that Kingspoint Christian School does not discriminate in its employment practices against any person because of race, color, national or ethnic origin, gender, age, or disability.

I hereby certify that the facts set forth in this initial application are true and complete to the best of my knowledge. I understand that discovery of falsification of any statement or a significant omission of fact may prevent me from being hired, or if hired, may subject me to immediate dismissal regardless of the time elapsed before discovery. If I am released under these circumstances, I further understand that I will be paid and receive benefits only through the day of release.

I authorize Kingspoint Christian School to thoroughly interview the primary references which I have listed, any secondary references mentioned through interviews with primary references, or other individuals which know me and have knowledge regarding my testimony and work record. I also authorize the school to thoroughly investigate my work records and evaluations, my educational preparation, and other matters related to my suitability for the job.

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

Since I will be working with or around children, I understand that I must submit to a fingerprint check by the FBI and possibly other federal and state authorities. I agree to fully cooperate in providing and recording as many sets of my fingerprints as are necessary for such an investigation. I authorize the school to conduct a criminal records check. I understand and agree that any offer of employment that I may receive from the school is conditioned upon the receipt of background information, including criminal background information. The school may refuse employment or terminate conditional employment if the school deems any background information unfavorable or to reflect adversely on the school or on me as a Christian role model.

I understand that this is only an application for employment and that no employment contract is being offered at this time.

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

Signature of Applicant

Date

AUTHORIZATION TO RELEASE REFERENCE INFORMATION

I have made application for a position as a _____ with Kingspoint Christian School. I have authorized the school to thoroughly interview the primary references which I have listed, any secondary references mentioned through interviews with primary references, or other individuals which know me and have knowledge regarding my testimony and work record. I also authorize the school to thoroughly investigate my work records and evaluations, my educational preparation, and all other matters related to my suitability for employment.

I authorize references and my former employers to disclose to the school any and all employment records, performance reviews, letters, reports, medical information, credit reports, and other information related to my life and employment, without giving me prior notice of such disclosure.

In addition, I hereby release Kingspoint Christian School, my former employers, references, and all other parties from any and all claims, demands, or liabilities arising out of or in any way related to such investigation or disclosure.

I waive the right to ever personally view any references given to Kingspoint Christian School.

I agree that a photocopy or facsimile copy of this document and any signature shall be considered for all purposes as the original signed release on file.

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

Applicant's Name (Print) Date

Applicant's Signature

Applicant's Driver License Number Expires

Applicant's Social Security Number



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Declaration of Moral Integrity

Our school expects all of its employees and its volunteers with unsupervised access to children to model the same Christian values and lifestyle that it seeks to inculcate in its students. (Rom. 10:9-10; 1 Tim. 4:12; Luke 6:40; Rom. 1:21-27; 1 Cor. 6:9-20) As an applicant for a ministry position as an employee or as a volunteer at this school, I (print name) _____ recognize, understand, and agree to live by the Christian moral standards of the school.

I declare that during the past year I have not engaged in, at the current time I am not engaging in, and promise that I will not during the term of my employment or volunteering, engage in inappropriate sexual conduct. Inappropriate conduct includes, but is not limited to, such behaviors as the following: heterosexual activity outside of marriage (e.g., premarital sex, cohabitation, extramarital sex), homosexual or lesbian sexual activity, sexual harassment, use or viewing of pornographic material or websites, or sexual abuse or improprieties toward minors as defined by Scripture and federal or state law.

I declare that the above statement is factual and true. My signature below indicates that I meet the moral integrity standards and Christian role model lifestyle requirements of this Christian school.

Applicant's signature _____ Date _____

Administrator's signature after discussion with applicant/volunteer _____ Date _____

"Honor marriage, and guard the sacredness of sexual intimacy between wife and husband. God draws a firm line against casual and illicit sex." Hebrews 13:4 The Message

"A pupil is not superior to his teacher, but every one [when he is] completely trained—readjusted, restored, set to rights, and perfected—will be like his teacher." Luke 6:40 The Amplified Bible

*"Now I urge you, brothers and sisters, to watch out for those who create dissensions and obstacles contrary to the teaching that you learned. Avoid them! **18** For these are the kind who do not serve our Lord Christ, but their own appetites. By their smooth talk and flattery they deceive the minds of the naïve". Romans 16:17-18*

He that walketh with wise [people] shall be wise: but a companion of fools shall be destroyed. Proverbs 13:20

"Many will follow their evil teaching and shameful immorality. And because of these teachers, the way of truth will be slandered". 2 Peter 2:2