



Conway Christian School  
1200 Medlen Parkway | PO Box 1245, Conway, SC 29528  
Phone: (843) 365-2005 | conwaychristian.org

**EMPLOYMENT APPLICATION**

Date of Application: \_\_\_\_\_ SSN: \_\_\_\_\_

Name \_\_\_\_\_

Present Address \_\_\_\_\_

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

Daytime Phone (\_\_\_\_) \_\_\_\_\_ Evening Phone (\_\_\_\_) \_\_\_\_\_ Email \_\_\_\_\_

Seeking position in (Please number to indicate order of preference.):

**Preschool**    3s    4s    PreK   **Elementary**    K    1    2    3    4    5    6

\*Area(s) of Specialty: \_\_\_\_\_

**Junior High/High School**    7    8    9    10    11    12

- English    History    Math    Science    Bible    Art    Band    Vocal Music    Strings
- Health    P.E.    German    Spanish    ESL    Other \_\_\_\_\_

\*Area(s) of Specialty: \_\_\_\_\_

\*Additional Curricular Activities or Abilities: \_\_\_\_\_

**PERSONAL INFORMATION**

Have you ever:

- ... been dismissed from a teaching position?  yes  no
- ... been asked to resign from a teaching position?  yes  no
- ... been refused continuing employment as a teacher?  yes  no
- ... had a teaching license revoked?  yes  no
- ... been convicted, pled guilty, or pled nolo contendere to a felony?  yes  no
- ... been convicted, pled guilty, or pled nolo contendere to a crime involving child abuse or sexual abuse?  yes  no
- ... had a report of child abuse or sexual activities involving K-12 student or minor filed against you with a school district, Children Services Division, a police agency, or in court?  yes  no

If yes to any of the above, please explain: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Please review the attached job description for the position for which you are applying. Can you perform the requirements of the job for which you are applying without accommodation?  yes    no

If no, please explain: \_\_\_\_\_  
\_\_\_\_\_

**CHURCH INFORMATION**

Church Affiliation \_\_\_\_\_

Member?  yes  no

Address \_\_\_\_\_

Pastor's Name \_\_\_\_\_ Phone Number (    ) \_\_\_\_\_

Do you believe the Bible to be the inspired and infallible Word of God?     yes  no

**CONDITIONS OF EMPLOYMENT**

If employed, do you agree to abide by the Conditions of Employment that accompanied this application?  yes  no

Do you agree with the Statement of Faith that accompanied this application?     yes  no

**EMPLOYMENT DATA**

List all employment for the last ten years beginning with the most recent position held. Please attach an explanation for any gaps in your employment history longer than three months.

From	To	Firm or Company (include address and phone number)	Position	Reason for Leaving

**EDUCATIONAL BACKGROUND**

School and Location	Dates Attended	Approximate Credits	Degree or Certificate and Date
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**Undergraduate**

College or University: \_\_\_\_\_

**Graduate Work, Other:**

Are you presently enrolled in a degree or certificate program?     yes  no

If yes, describe: \_\_\_\_\_ Tentative Completion Date: \_\_\_\_\_

Teaching Certificate: Type: \_\_\_\_\_ State: \_\_\_\_\_

Certificate Number: \_\_\_\_\_ Expires: \_\_\_\_\_

Areas of Endorsement:        1) \_\_\_\_\_ 2) \_\_\_\_\_ 3) \_\_\_\_\_

If you have no certificate, explain what you lack for certification and list professional education courses you have completed:

\_\_\_\_\_  
\_\_\_\_\_

List College Major and Minors and attach a transcript of your work:

Majors	Credits	Grade Average	Minors	Credits	Grade Average

Special Interests or Hobbies: \_\_\_\_\_

**TEACHING EXPERIENCE** – *Begin with most recent experience.*

From	To	School/Location	Subjects & Grades	% of Full Time	Reason for Leaving

List additional teaching experiences and work with young people: (Sunday school, camp, etc.)

\_\_\_\_\_

List any other special abilities and experiences:

\_\_\_\_\_

**RESPOND TO THE FOLLOWING:** *Please answer on a separate sheet of paper.*

1. Describe when and how you came to know Jesus Christ as your Savior and your current Christian walk.
2. What are your long-range plans or hopes regarding a teaching career?
3. As a Christian school teacher, what standards of discipline would you expect in your classroom and how would you reinforce these standards?
4. Describe your personal philosophy regarding your responsibility to the parents of your students.

**REFERENCES**

Give five references. Possible categories:

- A supervisor at your most recent place of employment
- Your minister
- A co-worker
- Parent of a student
- New graduates should include a professor in your major area and your student teaching supervisor

<u>Name and Address</u>	<u>Phone</u>	<u>Position</u>
1. _____		
2. _____		
3. _____		
4. _____		
5. _____		

I CERTIFY that the answers provided by me herein and the representations made on my résumé, if any, are true and correct, to the best of my knowledge and belief, and without reservation. I further affirm that I have not knowingly withheld any facts or circumstances that would detrimentally affect the accuracy of the information provided by me in this application. I hereby authorize Conway Christian School to verify any and all information contained in this application and to inquire about my ability and qualification for employment from former employers and others, and I hereby release Conway Christian School, its directors, officers, employees, agents, and all those who disclose information to Conway Christian School, from any liability in connection with gathering such information. I agree with the Statement of Faith that accompanied this application.

**If employed and prior to my first day of employment, I agree to undergo a complete record and background check:**

- **Nationwide Super/Criminal Search**
- **Nationwide Sex Offender Registry**
- **Social Security Verification with address history**
- **Unlimited County Criminal searches**

**I acknowledge my continued employment is contingent on the outcome of the investigation.**

I agree that this application is not a contract or promise of specific treatment or guarantee of employment. If employed, I acknowledge and agree that such employment shall be “at will” and I may be discharged at any time, with or without cause, *unless otherwise provided by an express contract of employment signed by me and Conway Christian School.*

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Date

### **Non-Discrimination Policy**

*Conway Christian School admits students of any race, color, national or ethnic origin to all rights, privileges, programs and activities generally accorded or made available to students at the school. It does not discriminate on the basis of race, color, national or ethnic origin in the administration of its hiring policies, educational policies, admissions policies, or school programs.*

**RELEASE AND AUTHORIZATION OF RELEASE OF INFORMATION**

To Whom It May Concern:

I, \_\_\_\_\_, have applied for employment with Conway Christian School. I authorize Conway Christian School to contact any person or organization to obtain information concerning me, including, but not limited to, the employers, organizations, supervisors and references that I listed in my employment application. I hereby release and agree to hold harmless from liability any person or organization (whether listed in my employment application or not) who provides information or references about me to Conway Christian School or its employees or agents. I also hereby release and agree to hold harmless Conway Christian School and its past, present and future directors, officers, employees, volunteers, and agents with respect to the obtaining of such information about me. I waive any right I might have to inspect the references provided on my behalf. A copy of this release shall be as effective as a signed original.

I have read this release and authorization of release of information, and enter it freely and voluntarily.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date



## STATEMENT OF FAITH

The following statement, based upon the historic Christian view that the Scriptures were verbally inspired and without error in the original writings, is the basic doctrinal position on which Conway Christian School operates. Faculty members and administrators, while free to interpret Scripture on secondary doctrine with diverging views, must share a common acceptance of this basic statement of faith. Nothing contrary to this statement will be taught either in the classroom or in chapel services.

1. The Bible is the inspired Word of God, the written record of His supernatural revelation, final in its content, and without any errors in its teaching.
2. All men in their natural state are lost, alienated from God, spiritually dead; "All have sinned, and fall short of the glory of God." (Romans 3:23)
3. Salvation is only by grace, a free gift of God, through faith in the Lord Jesus Christ, who died for our sins according to the Scriptures (Ephesians 2:8-9, I Corinthians 15:3) Those who receive Christ by faith have their sins forgiven (Ephesians 1:7), their hearts cleansed (Acts 15:9), are born of the Spirit, become children of God (John 1:12, 13), are made new creations in Christ (II Corinthians 5:17).
4. God is One God, Who reveals Himself in three Persons (the Trinity), Father, Son and Holy Spirit. Jesus Christ, as the Scriptures affirm is the Son of God and the Son of Man, was born of a virgin, and is Himself very God. The Scriptures also declare the deity and personality of the Holy Spirit.
5. Our Lord Jesus rose from the dead in the same body that was laid to rest in the tomb (John 20:25-27). The bodies of all believers who die will be raised from the dead, and they will receive an incorruptible body like unto His glorious body (I Corinthians 15:53, Philippians 3:21). All other men shall be raised unto the "resurrection of judgment" (John 5:28-29).
6. Christians, born of the Spirit, are to live the new life in the present power of the Spirit. "If we live by the Spirit, by the Spirit let us also walk." (Galatians 5:16-25, Colossians 2:6). The Christian's responsibility and his normal attitude of life is to yield himself to God, trusting God to keep him (Romans 6:13, 12:1-2).
7. Christian "living" includes Christian service, the winning of souls around us, and the preaching of the Gospel unto the uttermost parts of the earth. In carrying on this work there is needed the supernatural power of the Holy Spirit which is granted to every believer as he yields and trusts (Acts 1:8, I Corinthians 12:7, Ephesians 3:20, Acts 5:32). And in all of this service, prayer is to have the central place (John 14:12-14, Ephesians 6:18-19).
8. Jesus Christ will come to earth a second time (Hebrews 9:28), personally (Acts 1:11, Colossians 2:9); visibly (Matthew 26:64, Revelations 1:7).

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Printed Name and Date

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Signature