



Why do you wish to work in a Christian School?

List activities or sports which you would be willing and able to direct, sponsor, advise, or coach. Indicate grade or ability levels:

What would you like to be doing five years from now?

### **C. CHRISTIAN BACKGROUND**

**Action Item:** In the space below, briefly provide your Christian testimony.

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

Do you have a personal assurance that you are a born-again Christian? \_\_\_\_\_

What do you believe about the origin of the earth and mankind?

Member of what Church? \_\_\_\_\_  
Street Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
Pastor's Name: \_\_\_\_\_ Phone Number: \_\_\_\_\_  
Email Address: \_\_\_\_\_  
Church Attendance:                      Weekly                      Monthly                      Seldom                      Not at All

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

What other Christian service(s) have you done since becoming a Christian?

What is your attitude toward working with those of other races and those of other denominational beliefs?

To what extent should a Christian school employee become involved in Sunday and other weekday ministries of the church of which he/she is a member?

Describe your routine of personal Bible study and prayer:

What books have you read recently that have helped you spiritually?

**Please carefully read our Statement of Faith and indicate your degree of support:**

### STATEMENT OF FAITH

We believe the whole Bible to be the verbally inspired and infallible Word of God, and that it is our sole authority and final appeal in matters of faith and practice. (II Timothy 3:16; II Peter 1:21)

We believe there is only one true God, eternally existing in three persons - Father, Son and Holy Spirit; that these three have precisely the same nature, attributes and perfections and are worthy of the same love, confidence and obedience. (Matthew 28:18-19; II Corinthians 13:14)

We believe in the Deity of Jesus Christ; that He is the only begotten Son of God, that He was born of a virgin, lived a perfect life, died for our sins, arose bodily from the grave, ascended to Heaven, and that He will return visibly to the earth. We believe that He is the Savior of all who put their trust in Him. (Philippians 2:5-11; Colossians 1:13-19; Hebrews 4:14-16)

We believe in the person and work of the Holy Spirit, that He is equal to God the Father and the Son, and of the same nature. We believe His holy work includes the conviction and conversion of sinners, and that He seals, teaches, guides, sanctifies and empowers the believers. (John 14:16, 17, 26; John 16:7-15)

We believe that in order to obtain eternal life one must be born again by the Spirit of God. We believe that this experience comes only through repentance toward God and faith in the Lord Jesus Christ. (John 3:3; Acts 20:21)

We believe that eternal life is our present possession; that believers are united to Christ and sealed by the Holy Spirit and that they are kept by the power of God through faith unto salvation. (Philippians 1:6; Ephesians 1:13,14; I Peter 1:15)

We believe in the eternal conscious blessedness of the saved in the presence of Christ, and the eternal conscious punishment of the lost with the devil and his angels. (John 14:1-3; Revelation 20:15)

I fully support the Statement as written without reservations.

Yes

No

I support the Statement except for the area(s) listed and explained below.

**D. EDUCATION**

Please attach copies of all your college and post-graduate transcripts. Should you be offered a faculty or administration position of employment, official copies of your transcripts will be required to be submitted for review and consideration.

<b>Type of School</b>	<b>School Name and Location</b>	<b>Dates Attended</b>	<b>Highest Level Completed</b>	<b>Degree(s) Earned and GPA</b>	<b>Course of Study (or Major and Minor)</b>
High School or GED Equivalent					
College or University					
Vocational or Trade School					
Graduate School					
Other (including military training)					

List any work-related certifications or licenses you currently possess, including ACSI or other teaching certificates (including type of license, license number, state of issuance and relevant dates). **Please attach copies of any certificates held.**

Type	Issued by	License Number	Date Issued	Date Expires

Use the space below for adding any relevant information not entered above:





## **F. PROFESSIONAL QUALIFICATIONS**

List any other educational experiences/qualifications that you have had including opportunities for travel:

List any books or articles you have read recently that have helped you grow professionally:

**Action Item:** If you are applying for a faculty or administration position, in the space below, describe your personal Christian Philosophy of Education:

Have you had other courses giving specific training for Christian schools? Give details below:

List any conferences or seminars which you have led or attended:

Describe how performance evaluations have been helpful to you:

**G. BACKGROUND INFORMATION**

Have you ever been discharged, suspended or asked to resign from any position you have held in your life?

Yes          No          Explain: \_\_\_\_\_

For the purpose of verifying information on this application, have you ever worked or attended school under a different name?

Yes          No          If Yes, name used: \_\_\_\_\_

Have you ever been arrested or convicted of a crime other than a minor traffic offense? You are not required to disclose sealed or expunged records of conviction or arrest or expunged juvenile records of conviction or arrest?

Yes          No          Explain: \_\_\_\_\_

*(A conviction will not necessarily disqualify you for employment consideration. Rather, factors such as date of conviction, seriousness and nature of crime and rehabilitation will be considered.)*

Are you able to perform the duties of the position for which you are applying?          Yes          No

**H. PERSONAL REFERENCES**

Provide the name and contact information of three people (not related to you) who you have known for at least one year:

Name	Address	Phone Number & Email Address	Business	Years Known

**I. PROFESSIONAL REFERENCES**

Provide the name and contact information of three references that are qualified to speak about your professional training and experience:

Name	Address	Phone Number & Email Address	Position	School

**J. ADDITIONAL COMMENTS**

In the space below, please add any additional comments that you believe would be helpful in our consideration of your employment.

**APPLICANT'S CERTIFICATION**

I understand that Richmond Christian School, Inc. is a religious educational ministry, permitted to make employment decisions on the basis of its religious beliefs. I hereby certify that the information and representations set forth in this employment application, as well as all related and subsequent documents or information submitted or communicated by me to RCS, are true and complete to the best of my knowledge, information and belief. I authorize RCS to verify the accuracy of my information, representations and documents submitted, as well as to obtain reference information relating to my employment, work performance, and life. I understand that falsified documents, information, or data of any kind, and omissions of fact called for by this application or related requests or communications, may result in my disqualification for consideration for employment by RCS. If already employed, falsified or omitted information may be grounds for discipline by and/or termination from RCS. I understand that my potential employment at RCS is conditioned upon my right to work in the United States and my submission to and successful completion of applicable background checks, including but not limited to criminal history, credit, driving record, and abuse and neglect background checks conducted by the FBI, Virginia State Police, Virginia Department of Social Services, and/or possibly other federal, state and local authorities or private investigative organizations. I understand that RCS reserves the right to administer a drug or alcohol screening test at any time during my consideration for employment or, if offered and accepted, employment. I understand that should an employment offer be extended to me and accepted by me, I must fully comply with the policies and procedures of RCS. I understand that this document is only an application for employment, and that no employment position or contract is being offered to me at this time.

Read, understood, acknowledged, and verified:

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Printed/Typed Name of Applicant

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Signature of Applicant

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Date

**AUTHORIZATION TO RELEASE DOCUMENTS AND REFERENCE INFORMATION**

I have submitted an application for an employment position with Richmond Christian School, Inc. I have authorized RCS to thoroughly investigate my background, references, work records, evaluations, education, and other matters related to my suitability for employment by RCS.

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

Read, understood, acknowledged, and verified:

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Printed/Typed Name of Applicant

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Signature of Applicant

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Date