

Genesis Preparatory Academy

APPLICATION FOR EMPLOYMENT

APPLICANTS MAY BE TESTED FOR ILLEGAL DRUGS

Please print all information requested except signature

If information requested below is already included in your attached resume, it is acceptable to write "See resume"

PERSONAL INFORMATION

Legal Name Last First Middle Maiden

Address City State Zip

How Long Social Security No. - -

Home Phone () Cell () E-mail

Position applied for Days/hours available to work
No Pref. Thu
Salary desired \$ Mon Fri
(Be specific) Tue Sat
Wed Sun

How many hours can you work weekly? Can you work nights?

Employment desired: ☐ FULL-TIME ☐ PART-TIME ☐ FULL-OR PART-TIME

When available for work?

Teaching Position:

Are you Certified? ☐ Yes ☐ NO If Yes – by what state?:
If Yes – Please provide a copy of your Certificate

EDUCATION

TYPE OF SCHOOL	NAME OF SCHOOL	LOCATION	# OF YEARS COMPLETED	MAJOR & DEGREE
High School				
College				
Bus. or Trade School				
Professional School				

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HAVE YOU EVER BEEN CONVICTED OF A CRIME? ☐ NO ☐ YES

If yes, explain number of conviction(s), nature of offenses(s) leading to conviction(s), how recently such offense(s) was/were committed, sentence(s) imposed, and type(s) of rehabilitation. _____

EMPLOYMENT HISTORY Please list your work experience for the **past five years** beginning with your most recent job held. If you were self-employed, give firm name. **Attach additional sheets if necessary.**

MILITARY

HAVE YOU EVER BEEN IN THE ARMED FORCES? ☐ YES ☐ NO

ARE YOU NOW A MEMBER OF THE NATIONAL GUARD? ☐ YES ☐ NO

Specialty Date _____ Entered _____ Discharge Date _____

Employer _____ Job Title _____

Address _____

Phone _____ Supervisor _____ May we contact ☐ Yes ☐ No

Dates of Employment (month & year) From: _____ To: _____

Starting Salary \$ _____ Ending Salary \$ _____ ☐ Full Time ☐ Part Time ☐ Temporary

Duties: _____

Reason for leaving: _____

Employer _____ Job Title _____

Address _____

Phone _____ Supervisor _____ May we contact ☐ Yes ☐ No

Dates of Employment (month & year) From: _____ To: _____

Starting Salary \$ _____ Ending Salary \$ _____ ☐ Full Time ☐ Part Time ☐ Temporary

Duties: _____

Reason for leaving: _____

Employer _____ Job Title _____

Address _____

Phone _____ Supervisor _____ May we contact ☐ Yes ☐ No

Dates of Employment (month & year) From: _____ To: _____

Starting Salary \$ _____ Ending Salary \$ _____ ☐ Full Time ☐ Part Time ☐ Temporary

Duties: _____

Reason for leaving: _____

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REFERENCES (give below the names of three persons not related to you, whom you have known for at least one year)

Name _____	Years known _____
Address _____	
Phone _____	Type of Business _____

Name _____	Years known _____
Address _____	
Phone _____	Type of Business _____

Name _____	Years known _____
Address _____	
Phone _____	Type of Business _____

CERTIFICATION:

I hereby authorize **Genesis Preparatory Academy** to contact, obtain, and verify the accuracy of information contained in this application from all previous employers, educational institutions, and references.

I understand that any misrepresentation or material omission made by me on this application will be sufficient cause for cancellation of this application or immediate termination of employment if I am employed, whenever it may be discovered.

If I am employed, I acknowledge that there is no specified length of employment and that this application does not constitute an agreement or contract for employment. Accordingly, either I or the employer can terminate the relationship at will, with or without cause, at any time, so long as there is no violation of applicable federal or state law.

I also understand that if I am employed, I will be required to provide satisfactory proof of identity and legal work authorization within three days of being hired. Failure to submit such proof within the required time may result in immediate termination of employment.

I represent and warrant that I have read and fully understand the foregoing, and that I seek employment under these conditions.

Signature: _____ **Date:** _____

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Statement 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 sheet of paper. The exceptions represent either disagreements or items for which I have not yet formed an opinion or conviction.

Signature: _____

Church Service

Name of Church: _____

Address: _____

Pastor: _____ Phone: _____

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

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

What other Christian service have you been involved with since becoming a Christian?

Personal Philosophy

On a separate paper, please label and succinctly answer in one or two paragraphs each of the questions below:

Short Essays

Briefly share your Christian testimony.

What is your philosophy of Christian education?

What do you feel are your main strengths and experience that you will be able to give to Genesis Prep, its students, families and staff?