



Clear Creek Christian School
 530 Church Lane
 Bloomington, IN 47403
 (812) 824-2567 FAX (812) 824-6032
www.cccschool.com

Date received: _____
 Email or phone
 contact date: _____
 Interview date: _____

APPLICATION FOR EMPLOYMENT

The Clear Creek Christian School does not discriminate on the basis of race, color, national or ethnic origin in an employment opportunity.

A. APPLICANT'S NAME AND ADDRESS

Full name: _____

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

Present address: _____

Phone: Cell (____) _____ Home (____) _____

Best time to call you? _____ Length of time at this address? _____

Permanent address and phone number if different than present address

Email: _____

B. POSITION DESIRED Please check the position or positions applying for.

Business Manager____ Teacher____ Substitute____

Please circle your grade preference and explain why.

K 1 2 3 4 5 6 _____

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

Can you submit verification of your legal right to work in the US? Yes ___ No ___

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

C. CHRISTIAN BACKGROUND

*** In your own handwriting, on separate paper, briefly give your Christian testimony.**

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

___ I fully support the Statement as written without mental reservations.

___ 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.

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 ___

Are you a baptized believer of Jesus Christ? _____ Date _____

What is your 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 of regularity?

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

Are you capable of teaching a Bible class? _____

Describe your routine of personal Bible study and prayer.

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

D. PROFESSIONAL QUALIFICATIONS

*** Please attach photocopies of all your post-secondary transcripts. Should you be offered a position, official copies of your transcripts must be provided to the school for inclusion in your personnel file.**

What degree or degrees do you hold?

Degree	Date Received	Issuing Institution
_____	_____	_____
_____	_____	_____

Your Major(s) _____

Your Minor(s) _____

Cumulative grade point average Bachelor's _____

Have you done any graduate work? _____ How much? _____

Sequentially list your teaching experience with most recent first.

School's Name	Grades or Subjects	Dates
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

List any other educational advantages that you have had including opportunities for travel.

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

Do you have a state teaching certificate? _____ State? _____

What kind? _____ Remains valid for _____ years.

Endorsement(s)	List semester hours in endorsement area(s)
_____	_____
_____	_____

If you do not hold a certificate, what requirements do you lack?

Do you have any other pertinent training/certificates/licenses, i.e. First aid, CPR? _____

*** Please attach photocopies of any certificates held.**

E. PERSONAL PHILOSOPHY

*** On a separate paper please label and briefly answer in one or two paragraphs each of the questions below.**

A. What is your personal Christian philosophy of education?

B. What are the main characteristics that distinguish a Christian school from a public school?

C. What do you consider to be the proper classroom atmosphere for learning?

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

E. Please summarize any additional information that you would like to present regarding your candidacy for this position.

F. EMPLOYMENT HISTORY

Please start with your current or most recent employer and work backwards for the past ten years. If necessary, you may follow the same format on the reverse.

1. Position _____ Dates of Employment _____

Address _____

Supervisor's Name and Phone Number _____

Reason for leaving _____

2. Position _____ Dates of Employment _____

Address _____

Supervisor's Name and Phone Number _____

Reason for leaving _____

3. Position _____ Dates of Employment _____
Address _____

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

4. Position _____ Dates of Employment _____
Address _____

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

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

Are you holding or have you already signed a contract for next year with any other educational institution? Yes ___ No ___

G. PERSONAL REFERENCES

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

Give three references who are qualified to speak of your spiritual, academic, and personal experience and Christian service. Please include name, complete address, phone, and position.

1. Spiritual reference _____

2. Academic reference _____

3. Personal reference _____

H. APPLICANT'S CERTIFICATION AND AGREEMENT

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

I hereby certify that the facts set forth in this application process are true and complete to the best of my knowledge. I understand that 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 and agree that I will be paid and receive benefits only through the day of release.

I authorize Clear Creek Christian School to thoroughly interview the primary references which I have listed, any secondary references mentioned through interviews with primary references, or other individuals who 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 position.

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 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 that it could 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