

# GRACELIFE ACADEMY

705 LAKEVIEW DRIVE, PINEVILLE, NC 28134  
704-292-6414

## Application for Employment

### PERSONAL INFORMATION

TODAY'S DATE: \_\_\_\_\_

NAME: \_\_\_\_\_ SOCIAL SECURITY NUMBER: \_\_\_\_\_

CURRENT ADDRESS: \_\_\_\_\_

PHONE: \_\_\_\_\_ EMAIL: \_\_\_\_\_

ARE YOU 18 YEARS OF AGE OR OLDER? **YES NO**

ARE YOU LEGALLY ELIGIBLE TO WORK IN THE UNITED STATES? **YES NO**

HAVE YOU EVER BEEN CONVICTED OF A FELONY? **YES NO**

IF YES, PLEASE EXPLAIN: \_\_\_\_\_

### EMPLOYMENT INFORMATION

POSITION APPLYING FOR: \_\_\_\_\_ DATE YOU CAN START: \_\_\_\_\_

ARE YOU ABLE TO PERFORM JOB RELATED TASKS **WITH** OR **WITHOUT** ACCOMMODATION ?  
\_\_\_\_\_

DO YOU DESIRE FULL-TIME OR PART-TIME? \_\_\_\_\_ PAY DESIRED: \_\_\_\_\_

DAYS AND HOURS AVAILABLE: \_\_\_\_\_

ARE YOU CURRENTLY EMPLOYED ? **YES NO**

MAY WE CONTACT YOUR CURRENT EMPLOYER? **YES NO**

HAVE YOU EVER BEEN CONVICTED OF A FELONY? **YES NO**

### EDUCATION INFORMATION

HIGHEST GRADE COMPLETED: 7 8 9 10 11 12 COLLEGE 1 2 3 4 5 6

LIST ALL EDUCATION AND TRAINING RECEIVED, STARTING WITH MOST RECENT:

NAME & LOCATION OF SCHOOL	YEARS ATTENDED	SUBJECTS STUDIED	DID YOU GRADUATE?	DEGREE ACQUIRED


LIST ANY OTHER RELEVANT TRAINING, CERTIFICATIONS OR COURSEWORK:

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**EMPLOYMENT INFORMATION**

EMPLOYER		ADDRESS		PHONE
DATES EMPLOYED	POSITION HELD		SUPERVISOR	
REASON FOR LEAVING		STARTING PAY	FINAL PAY	

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**REFERENCES**

NAME & BUSINESS	ADDRESS	PHONE & EMAIL	YEARS ACQUAINTED

**SPIRITUAL BACKGROUND**

**As a Christian educational ministry of GraceLife Church of Pineville, we are concerned with the task of providing children and their families a quality Christian education, based upon this task, briefly share your personal experience with Jesus Christ.**

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**I CERTIFY THAT THE FACTS CONTAINED IN THIS APPLICATION ARE TRUE AND COMPLETE TO THE BEST OF MY KNOWLEDGE AND UNDERSTAND THAT, IF EMPLOYED, FALSIFIED STATEMENTS ON THIS APPLICATION SHALL BE GROUNDS FOR DISMISSAL.**

**I AUTHORIZE INVESTIGATION OF ALL STATEMENTS CONTAINED HEREIN AND THE REFERENCES LISTED ABOVE TO GIVE YOU ANY AND ALL INFORMATION CONCERNING MY PREVIOUS EMPLOYMENT AND ANY PERTINENT INFORMATION THEY MAY HAVE, PERSONAL**

**OR OTHERWISE, AND RELEASE ALL PARTIES FROM ALL LIABILITY FOR ANY DAMAGE THAT MAY RESULT FROM FURNISHING SAME TO YOU.**

**I UNDERSTAND AND AGREE THAT, IF HIRED, I AM SUBJECT TO THE POLICIES CONTAINED IN GRACELIFE CHURCH OF PINEVILLE PERSONNEL HANDBOOK AND A 90 DAY OBSERVATION PERIOD. I FURTHER UNDERSTAND THAT THIS APPLICATION IS NOT A CONTRACT OF EMPLOYMENT, NOR A LEGAL DOCUMENT, AND NOTHING CONTAINED HEREIN CREATES A CONTRACT BETWEEN GRACE LIFE ACADEMY AND ME.**

**I CONSENT TO GRACELIFE ACADEMY CONDUCTING A CRIMINAL RECORDS CHECK. I AUTHORIZE THE APPROPRIATE LAW ENFORCEMENT AGENCY TO RELEASE INFORMATION PERTAINING TO ANY RECORD OR FILE MAINTAINED ON ME AND RELEASE SAID AGENCY FROM ANY AND ALL LIABILITY RESULTING FROM SUCH DISCLOSURE.**

**DATE: \_\_\_\_\_ SIGNATURE: \_\_\_\_\_**