

Citadel Christian School

Application for Instructional Employment

Thank you for your interest in Citadel Christian School. Leadership on the part of teachers is essential for Citadel Christian School to carry out its mission. We are looking for teachers who by the pattern of their lives in and out of the classroom exemplify Christ, who love and know children, and who are equipped to teach.

We look forward to receiving your application soon. If it appears that you may be qualified for one of our openings, a personal interview will be arranged.

PRIMARY INFORMATION

Name: _____
Last First Middle

Street Address: _____ City: _____

State: _____ Zip: _____ Home phone: () _____

Cell phone: () _____ Email address: _____

Social Security Number : _____ Date of Birth: _____

Are you authorized to work legally in the United States for Citadel Christian School? [] yes [] no

Marital Status: Married _____ Separated _____ Divorced _____ Widowed _____ Single _____

If married, spouse's name: _____ Spouse's occupation: _____

Children's names, ages, and school: _____

POSITION FOR WHICH YOU ARE APPLYING

Title: _____

Salary Desired: _____ Date available: _____

Referred by: _____

TEACHING INTERESTS

1. Please list the grade level(s) you prefer to teach.

2. Please list the subjects you are prepared to teach and curriculum you have used.

3. Please list the teaching certificates that you hold. Include the state, or issuing organization, and limitations.

4. What inspired you to pursue a career in teaching?

5. What motivates you to continue teaching?

6. What honors or special recognitions have you received?

7. What hobbies or interests do you have? How do these influence your teaching?

8. How many books did you read last year? Please list titles and authors. Which were most stimulating and why?

9. If you taught only one subject, what would it be and why?

EDUCATION

College/University	City, State	Degree	Major	Dates attended	Overall GPA

CERTIFICATION

Do you hold (or have you held) any teaching certification or credentials? _____ If yes, please attach a copy of the certificate.

Subjects	Level / Type

Have you taken the National Teacher Examination? _____ Date: _____
Professional Knowledge Score: _____ Area Score: _____

REFERENCES

List persons (non-relatives) who can attest to and have firsthand knowledge of your personal character, commitment, professional preparation, teaching abilities, or your spiritual maturity. Please include a pastor, instructor, principal, and a supervisor.

1. Name: _____ Title: _____

School/company/church: _____ Address: _____

Work phone: _____ Home/cell phone: _____

2. Name: _____ Title: _____

School/company/church: _____ Address: _____

Work phone: _____ Home/cell phone: _____

3. Name: _____ Title: _____

School/company/church: _____ Address: _____

Work phone: _____ Home/cell phone: _____

4. Name: _____ Title: _____

School/company/church: _____ Address: _____

Work phone: _____ Home/cell phone: _____

5. Name: _____ Title: _____

School/company/church: _____ Address: _____

Work phone: _____ Home/cell phone: _____

EMPLOYMENT HISTORY

Please list employment history starting with most current to oldest.

1. Employer: _____

Address: _____

Job Title: _____

Immediate supervisor and title: _____

Reason for leaving: _____

May we contact for a reference? ☐ Yes ☐ No. If not, reason: _____

Dates employed: _____

Starting hourly rate/salary: _____

Final hourly rate/salary: _____

Summarize the nature of work performed and job responsibilities. _____

2. Employer: _____

Address: _____

Job Title: _____

Immediate supervisor and title: _____

Reason for leaving: _____

May we contact for a reference? ☐ Yes ☐ No. If not, reason: _____

Dates employed: _____

Starting hourly rate/salary: _____

Final hourly rate/salary: _____

Summarize the nature of work performed and job responsibilities. _____

3. Employer: _____

Address: _____

Job Title: _____

Immediate supervisor and title: _____

Reason for leaving: _____

May we contact for a reference? ☐ Yes ☐ No. If not, reason: _____

Dates employed: _____

Starting hourly rate/salary: _____

Final hourly rate/salary: _____

Summarize the nature of work performed and job responsibilities. _____

Comments

Please include explanation of any gaps in employment that were not voluntary.

SKILLS & QUALIFICATIONS

Summarize any special training, skills, licenses, and/or characteristics that may qualify you as being able to perform job related functions of the position for which you are applying.

OTHER INFORMATION

1. Are you able to perform the tasks of the job for which you are applying without reasonable accommodations?

☐ Yes ☐ No If "No" then please explain. _____

2. Can you provide proof of eligibility to work in the U.S. after hiring?

☐ Yes ☐ No

Do you foresee any long-term absences in the future?

☐ Yes ☐ No If "Yes" then please explain. _____

3. How many days did you miss from work (or school) in the past year? _____

Is there any reason why you cannot be on the job by 7:30 a.m.?

☐ Yes ☐ No If "Yes" then please explain. _____

4. Have you ever been fired or involuntarily terminated based on work-performance or a work-related event?

☐ Yes ☐ No If "Yes" then please explain. _____

5. Have you ever been convicted, pleaded guilty, no contest, received probation, or deferred adjudication of any crime other than routine traffic violations?

☐ Yes ☐ No If "Yes" then please explain. **Such occurrences are not automatic grounds for rejection.**

PERSONAL RELIGIOUS BELIEFS

1. Briefly describe your salvation experience and relationship with God.

2. Name of Church Attending: _____

Pastor's Name: _____

Are you a member in good standing? ☐ Yes ☐ No

3. In terms of church attendance, how often do you attend and with what ministries are you involved?

4. Briefly describe your own devotional practices.

5. How would you communicate a Christian worldview to a student?

6. What is your understanding of the authority of the Bible, and how do you understand the doctrine of the inerrancy of the Bible?

7. One of the responsibilities of a CCS teacher is to promote harmony within the school. An area that tends to cause division is peripheral doctrinal issues. After carefully reading our Statement of Faith below, please indicate your degree of support. In the space below that, include any other beliefs to which you may adhere, if any.

Statement of Faith

1. We believe the Bible to be the inspired, the only infallible, authoritative, inerrant Word of God (2 Timothy 3:16-17; 2 Peter 1:21).

2. We believe there is only one God, eternally existent in three persons - Father, Son, and Holy Spirit (Genesis 1:1, Matthew 28:19: John 10:30)

3. We believe in the deity of Christ (John 10:33); His virgin birth (Isaiah 7:14; Matthew 1:23; Luke 1:35); His sinless life (Hebrews 4:15; 7:26); His miracles (John 2:11); His vicarious and atoning death (1 Corinthians 15:3; Ephesians 1:7; Hebrews 2:9); His resurrection (John 11:25; 1 Corinthians 15:4); His ascension to the right hand of the Father (Mark 16:19); His personal return in power and glory (Acts 1:11; Revelation 19:11).

4. We believe in the absolute necessity of regeneration by the Holy Spirit for salvation because of the exceeding sinfulness of human nature; and that men are justified on the single ground of faith in the shed blood of Christ and that only by God's grace and through faith alone we are saved (John 3:15-19; 5:24; Romans 3:23; 5:8-9; Ephesians 2:8-10; Titus 3:5).

5. We believe in the resurrection of both the saved and the lost; they that are saved unto the resurrection of life, and they that are lost unto the resurrection of damnation (John 5:28-29).

6. We believe in the spiritual unity of believers in our Lord Jesus Christ (Romans 8:9; 1 Corinthians 12:12-13; Galatians 3:26-28).

7. We believe in the present ministry of the Holy Spirit by whose indwelling the Christian is enabled to live a godly life (Romans 8:13-14; 1 Corinthians 3:16; 6:19-20; Ephesians 4:30; 5:18).

8. We believe that God created all people in His divine image and imbued them with dignity and value from conception to death. God created male and female with the distinct and biological sex of each person immutably determined and manifested at conception by God (Genesis 1:26-27). God decreed marriage to be a covenantal relationship between one man and one woman that reflects Christ's relationship with the Church. God's will for all people is chastity outside of marriage and fidelity within marriage. No affections, desires, or commitments ever justify sexual acts outside of marriage nor do they justify any form of sexual immorality (Genesis 2:18-24; Ephesians 5:3, 31-32).

Please initial one of the blanks:

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

_____ I support the Statement except for the area(s) listed and explained below. The exceptions represent either disagreements or items for which I have not yet formed an opinion or conviction.

8. What is your view of abortion? Please explain your view in 3 to 5 sentences.

9. What is your view of homosexuality? Please explain your view in 3 to 5 sentences.

10. Please describe how your faith affects your personal, civic, and professional life?

11. Do you have any biblical/theological training? If so, please explain.

12. List any additional information you would like us to consider.

PLEASE NOTE: The following materials should be submitted with this application:

- 1. A copy of your complete college transcripts, both undergraduate and graduate.**
- 2. On a separate sheet of paper, please answer the following questions thoroughly:**
 - a. How would you present the gospel to a member of your class?**
 - b. Why do you wish to teach at Citadel Christian School.**
 - c. What are your greatest strengths as a teacher? What would you consider to be a weakness?**
 - d. What is your understanding of what it means to be a Classical Christian school?**
- e. What is your system of classroom management, including the organization of your classroom?**

APPLICANT'S CERTIFICATION AND AGREEMENT

I understand that Citadel 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 Citadel 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 cooperate fully in providing and recording as many sets of my fingerprints as 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 _____