



## EMPLOYMENT APPLICATION

### PERSONAL INFORMATION

Name \_\_\_\_\_ Date \_\_\_\_\_  
 Present Address \_\_\_\_\_  
 \_\_\_\_\_  
 Phone (\_\_\_\_) \_\_\_\_\_ Email Address \_\_\_\_\_  
 Social Security Number \_\_\_\_\_ Marital Status \_\_\_\_\_ Date of Birth \_\_\_\_\_  
 Number Of Children \_\_\_\_\_ Have you ever been divorced? \_\_\_\_\_ If so, please include a letter explaining.  
 What is your denominational preference? \_\_\_\_\_  
 Church Membership \_\_\_\_\_  
 Do you have personal assurance that you are a born again Christian? \_\_\_\_\_ If so, for how long? \_\_\_\_\_  
 Please give a brief statement of your salvation experience. \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

### POSITION APPLYING FOR

Administrative  Senior High  Junior High  Elementary  Kindergarten  Substitute Teacher  Other  
 Description of grade level and/or position desired \_\_\_\_\_  
 Date You Can Start \_\_\_\_\_ Are You Presently Employed?  Yes  No  
 If So Where? \_\_\_\_\_ May We Contact Your Present Employer?  Yes  No  
 If applying for a subbing position, what grades are you willing to sub for?  
 K5-6th  7<sup>th</sup>-12<sup>th</sup>  Lunchroom  Office  Library

### PROFESSIONAL DATA

Institutions from which you received a degree or have attended:  
 School \_\_\_\_\_ Dates Attended \_\_\_\_\_ Degree \_\_\_\_\_  
 Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
 Major \_\_\_\_\_ Minor \_\_\_\_\_ Other \_\_\_\_\_  
 School \_\_\_\_\_ Dates Attended \_\_\_\_\_ Degree \_\_\_\_\_  
 Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
 Major \_\_\_\_\_ Minor \_\_\_\_\_ Other \_\_\_\_\_  
 School \_\_\_\_\_ Dates Attended \_\_\_\_\_ Degree \_\_\_\_\_  
 Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
 Major \_\_\_\_\_ Minor \_\_\_\_\_ Other \_\_\_\_\_  
 Job related skills (typing, CDL license, etc.) \_\_\_\_\_  
 Activities other than religious (civic, athletic, etc.) \_\_\_\_\_  
 State briefly your definition of a good disciplinarian \_\_\_\_\_  
 For what reason do you desire to teach at KHCS? \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Please give the name and phone number of your current home church and pastor. Church \_\_\_\_\_  
Pastor's Name \_\_\_\_\_ Phone Number \_\_\_\_\_  
Please indicate the areas in which you have participated in your local church. \_\_\_\_\_  
\_\_\_\_\_

### EMPLOYMENT INFORMATION

Previous Employers:

1. Business or School Name \_\_\_\_\_  
Address \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
Brief Job Description \_\_\_\_\_  
Supervisor: \_\_\_\_\_ Phone (\_\_\_\_) \_\_\_\_\_  
Dates of Service: \_\_\_\_\_ Salary \_\_\_\_\_  
Reason for Leaving \_\_\_\_\_
2. Business or School Name \_\_\_\_\_  
Address \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
Brief Job Description \_\_\_\_\_  
Supervisor: \_\_\_\_\_ Phone (\_\_\_\_) \_\_\_\_\_  
Dates of Service: \_\_\_\_\_ Salary \_\_\_\_\_  
Reason for Leaving \_\_\_\_\_
3. Business or School Name \_\_\_\_\_  
Address \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
Brief Job Description \_\_\_\_\_  
Supervisor: \_\_\_\_\_ Phone (\_\_\_\_) \_\_\_\_\_  
Dates of Service: \_\_\_\_\_ Salary \_\_\_\_\_  
Reason for Leaving \_\_\_\_\_

### REFERENCE INFORMATION

Applicant References (Must be included to validate this application):

1. Name: \_\_\_\_\_  
Address \_\_\_\_\_  
Phone: \_\_\_\_\_
2. Name: \_\_\_\_\_  
Address \_\_\_\_\_  
Phone: \_\_\_\_\_

Killian Hill Christian School does not discriminate on the basis of race, color, and national or ethnic origin.

I have read the current constitution of Killian Hill Baptist Church and subscribe without reservation to the articles of faith and agree to maintain standards in my life that conform to those listed in the church covenant.

Signature \_\_\_\_\_ Date \_\_\_\_\_



## EMPLOYMENT POLICY

1. Must be born-again.
2. Must be an active member of Killian Hill Baptist Church.
3. Must agree without reservation to the doctrinal statement and standards of conduct of Killian Hill Baptist Church and its constitution.
4. Must agree as a faculty member to abide by the policies of KHCS Faculty Manual.
5. Must agree to fulfill other reasonable requirements as normally relate to the position which for professional personnel include but are not limited to such activities as clerical functions, supervising study halls and assisting in the supervision of extracurricular activities outside normal school hours.
6. Office personnel must be a high school graduate or the equivalent, must demonstrate through experience or testing the ability to perform the duties required and must meet any federal, state or local legal requirements of the position.
7. Teachers for grades K5-12 must have as a minimum a four-year degree in elementary or secondary education, religious education or have a major or minor in the academic discipline of the position sought.
8. Counselors or special teachers must have as a minimum a four-year degree, a desire to participate if required in graduate training and experience in the area of specialization.
9. Administrators must have as a minimum a four-year degree and a desire to participate if required in graduate training and be willing to commence such work immediately if required. Also, administrative employees must have a minimum of five years' experience in Christian education or have served administratively with another institution(s) for two years or more.

## SALARY/BENEFITS

A teacher's salary is determined each year by the school board, and salaries are figured on a set base and paid over a twelve-month period. Information regarding salary, benefits and professional development requirements and opportunities is available upon request.

## STATEMENT OF FAITH

Each school employee shall be required to attest to the following Statement of Faith, which is a more concise version of the Statement of Faith and Policy in the Church Constitution:

1. I believe the Bible to be the verbally inspired and only infallible, authoritative, inerrant Word of God. (II Tim. 3:16, II Pet. 1:21)
2. I believe that there is one God, eternally existent in three persons: Father, Son and Holy Spirit. (Gen. 1:1, Jn. 10:30, Jn. 10:37,38)
3. I believe in the deity of our Lord Jesus Christ, in His virgin birth, in His sinless life, in His miracles, in His vicarious and atoning death through His shed blood, in His bodily resurrection, in His ascension to the right hand of the Father, and in His personal return in power and glory. (Isa. 7:14, Matt. 1:23, Luke 1:35, Heb. 4:15, Heb. 7:25, Jn. 2:11, Heb. 9:12, Eph. 1:7, Col. 1:14, Jn. 11:25, Acts 1:11, Rev. 19:11-16)
4. I believe that man is sinful by nature and that regeneration by the Holy Spirit is essential and an absolute necessity for his salvation. (Rom. 3:19, 23; Jn. 3:16-19; John 5:24; Eph. 2:8-10; Tit. 3:5, 6)
5. I believe in the continuing ministry of the Holy Spirit, by whose indwelling the Christian is enabled to live a godly life. (Eph. 5:18, Eph. 4:30, I Cor. 3:16, I Cor. 6:19-20)
6. I believe in the resurrection of both the saved and the lost—those who are saved unto eternal life and they who are lost unto eternal damnation. (Jn. 5:28, 29)
7. I believe in the spiritual unity of the believers in our Lord Jesus Christ. (Rom. 8:9, I Cor. 12:12-13, Gal. 3:26-28)



8. I believe in the creation of man by the direct act of God. (Gen. 1:26-28, Gen. 5:1-2)

9. I believe the Bible consistently represents Christianity as monotheistic and exclusive. It teaches that all men are in need of salvation and a relationship with the one true God of the Bible. (Romans 3:10, 3:23, 6:23, 5:1). It also teaches that Christ is the way, the truth, and the life, and that no man can come to salvation and a relationship with God but through Christ. (John 14:6; Acts 4:12). Accordingly, KHCS rejects modern notions of religious pluralism. As an extension of the ministry of Killian Hill Baptist Church, Killian Hill Christian School teaches that belief systems other than Christianity do not provide alternative paths to salvation from sin or a relationship with God. Rather, at best, they provide moralistic teaching with a false hope of a relationship with some god other than the God of the Bible. Consistent with its Christian mission, KHCS teaches that belief systems other than Christianity are false and should be rejected in favor of Christianity, which is the only means of attaining salvation and a personal relationship with the one true God of the Bible.

**PRIMARY SCREENING FORM**

The primary screening is to be completed by all applicants for any position involving the supervision or custody of children. This form is being used to help the school provide a safe and secure environment for those children who participate in our ministry programs and use our facilities.

**PERSONAL**

1. Have you ever been convicted of or pleaded guilty to a crime?

Yes (If yes, please explain - attach a separate page, if necessary) \_\_\_\_\_

No

2. Were you a victim of abuse or molestation while a minor?

Yes

No

If you prefer, you may refuse to answer this question, or you may discuss your answer in confidence with the senior minister rather than answering it on this form. Answering yes, or leaving the question unanswered, will not automatically disqualify an applicant from working with children in the ministry.

**CHURCH HISTORY AND PRIOR YOUTH WORK**

3. Name of church of which you are a member \_\_\_\_\_

4. List (name and address) other churches you have attended regularly during the past five years: \_\_\_\_\_

5. List all previous church work involving youth (list each church's name and address, type of work performed, and dates)

6. List all previous non-church work involving youth (list each organization's name and address, type of work performed, and dates) \_\_\_\_\_

7. List any training, education, or other factors that have prepared you for working with children:



The information contained in this application is correct to the best of my knowledge. I authorize any reference or churches listed in this application to give you any information (including opinions) that they may have regarding my character and fitness for children or youth work. In consideration of the youth organization, charity, employer, reference, or any other person or organization, including record custodians, both collectively and individually, from any and all liability for damages of whatever kind or nature which may at any time result to me, my heirs, or family, on account of compliance or any attempts to comply, with this authorization. I waive any right that I may have to inspect any information provided about me by any person or organization identified by me in this application.

Should my application be accepted, I agree to be bound by the Bylaws and policies of Killian Hill Baptist Church and Christian School, and to refrain from unscriptural conduct in the performance of my services on behalf of the church.

I further state that *I HAVE CAREFULLY READ THE FOREGOING RELEASE AND KNOW THE CONTENTS THEREOF AND I SIGN THIS RELEASE AS MY OWN FREE ACT.* This is a legally binding agreement which I have read and understand.

Applicant's Signature \_\_\_\_\_

Date \_\_\_\_\_ Social Security Number \_\_\_\_\_

