Faith Christian School 1333 Faith Christian Drive, Rocky Mount, NC 27803 (252) 443-3700

Office Administration Application

Personal Da	ta						_	
Name: Dr.	Rev.	Mr.	Mrs.	Miss	Ms.		Date	
First				MI		Last		Preferred Name
Address	Street				City		State	Zip Code
Length of time	at this ad	dress					Telephone ()	
Social Security	#						-	
Position Present Position	1						Present Salary	
							Salary Requirements	
How were you	referred to	o FCS? _					Date available for wo	rk
	rently atte	end					Member? Yes	
In what church	activities	are you	involved	and with	what deg	ree of reg	gularity?	
							nn?	
What books hav	ve you rea	ad recent	ly that ha	ve helped	l you spir	ritually? _		
Describe your r	outine of	personal	Bible stu	ıdy and p	rayer			
Skills Can you operate	e a persoi	nal comp	uter? Ye	s No If	f YES, lis	t softwar	e packages with which you	are familiar.
Do you have a	CDL lice	nse with	passenge	r approva	1? Yes	No If Y	es, expiration date?	

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H.d	1102	atio	n

Education			
Name	Address	Degree Awarded	Major
High School			
C-11/T1:1 C-11			
College/Technical School			
College/Technical School			
Conege, recimiear benoor			
Graduate School			
Graduate School			
Certifications			
Organization	Туре	Expir	ation Date
O'I gambarron	2,750	2	
Please attach a copy of tr	anscripts and certificates as they pertain to the position	for which you are a	pplying.
List current professional	memberships held		
List current professionar	memberships held		
List scholastic honors, of	fices held and activities in high school		
List scholastic honors, of	fices held and activities in college		
Are you planning to purs	ue further studies? Yes No If YES, please describe		
3 - 1 - 3 - 1			
Are you willing to take a	lditional courses, if requested by Faith Christian School	l? Yes No	0
	,		
Convictions			
Convictions Have you ever been conv	icted of a crime, not including minor traffic violations?	Yes No	
	ion: conviction(s), location(s), date(s), and disposition(
	(a), and ansposition	\-/ 	

Employment History Begin with current or last employm	ent. (Please complete	even if you have submitted	a resume.)
School/Company Name		Date from	to Telephone ()
AddressStreet Reason for Leaving			
Positions Held	Briefly Desc	ribe Duties Performed	
School/Company Name		Date from	to Telephone ()
Address Street Reason for Leaving	City	State Zip C	Last Supervisor
Positions Held	Briefly Desc	ribe Duties Performed	
School/Company Name		Date from	to Telephone ()
AddressStreet Reason for Leaving	City	State Zip C	Last Supervisor
Positions Held	Briefly Desc	ribe Duties Performed	
School/Company Name		Date from	to Telephone ()
AddressStreet	City	State Zip C	Last Supervisor
Positions Held	Briefly Desc	ribe Duties Performed	
If dates of employment are not c	onsecutive, state wh	at you did between jobs_	
Driver's License Number		St	ate

employers): Name		_ Telephone ()	Occupation	
Address					
Street	City			State	Zip Code
Relationship:					
Name		_ Telephone ()	Occupation	
Address					
Street	City			State	Zip Code
Relationship:					
Name		_ Telephone ()	Occupation	
Address					
Street	City			State	Zip Code
Relationship:					
Name		_ Telephone ()	Occupation	
Address					
Street	City			State	Zip Code
Relationship:					

Christian Experience

Please answer each question on separate paper and attach to this application:

- 1. Give your personal testimony. Include how and when you came to know the Lord as your personal Savior, your growth since accepting Him, and your daily relationship with Him.
- 2. The Christian servant is most effective when he/she models the Christian life. Please share what this means to you in your personal habits, values, recreation, and all-encompassing life style.

Statement of Faith

Because the Bible does play such an important role in the life of Faith Christian School our position on the Bible and its teachings is very important. Being non-denominational does not mean we do not believe or teach anything specific. It does mean that denominational differences will not be emphasized at Faith Christian School.

- 1. We believe the Scriptures of the Old and New Testaments are verbally inspired by God and inerrant in the original writings, and that they are the supreme and final authority in faith and practice.
- 2. We believe in one God, eternally existing in three persons: Father, Son, and Holy Spirit.
- 3. We believe that Jesus Christ was begotten by the Holy Spirit, born of the virgin Mary, and is true God and true man.
- 4. We believe that man was created in the image of God; that he sinned, and thereby incurred not only physical death, but also that spiritual death, which is separation from God; and that all human beings are born with a sinful nature and manifest themselves as sinners in thought, word, and deed.
- 5. We believe that the Lord Jesus Christ died for the sins of all men, according to the Scriptures, as a representative and substitutionary sacrifice; and that all men who believe in Him are justified on the ground of His shed blood.
- 6. We believe that all who receive by faith the Lord Jesus Christ are born again of the Holy Spirit and thereby become children of God.
- 7. We believe that as God's children, we are saved to share our faith as well as to live lives of holiness.
- 8. We believe in the resurrection of the crucified body of our Lord, in His ascension into heaven, and in His present life there for us, as High Priest and Advocate.
- 9. We believe in "that blessed hope," the personal and imminent return of our Lord and Savior, Jesus Christ.
- 10. We believe in the bodily resurrection of the just and the unjust, the everlasting blessedness of the saved, and the everlasting punishment of the lost.
- 11. We believe that God created marriage in the beginning, as a blessing for both man and woman, before any sin or rebellion entered the world, and that he created marriage to be between one man and one woman, who enter into a covenant relationship, complement one another, serve one another, and sanctify one another for as long as they both shall live. Accordingly, we do not accept cohabitation of unmarried couples and any attempt to redefine marriage as a union between people of the same sex, as between more than one man and one woman. We believe that the homosexual lifestyle and alternative gender identities are contrary to the Bible (*Gen 1:27-28; 2:15-24; Lev 18:22; Lev 20:13a; Matt 19:4-6; Rom 1:26-27; 1 Cor 7:14*).

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 Signature:
Please read carefully the Statement of Faith above and indicate 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 paper. The exceptions represent either disagreements or items for which I have not yet formed an opinion or conviction.
Signature

Applicant's Certification and Agreement

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

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

I authorize Faith 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 job.

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 should such be required by the school. 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 to reflect adversely on the school or on me as a Christian role model.

I understand that this is an only an application for employment and that no employment contract is being offered at this time.

In processing this employment application for some positions, Faith Christian School may request consumer credit and police reports. By signing this application, I hereby authorize Faith Christian School to obtain such reports and authorize any local, state or federal government agency to release any records requested by Faith Christian School.

I certify that I have carefully read and do understand the above statements. My signature certifies that the statements made on this application are correct and complete. I understand that any misleading or incorrect statement or omission may render it void, and if I am employed, be cause for immediate dismissal.

Signature of Applicant	Date

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AUTHORIZATION TO RELEASE REFERENCE INFORMATION

I have made application for a position as a	vestigate references, work records,
I authorize references and my former employers to disclose records, performance reviews, letters reports, and other employment, without giving me prior notice of such disclose	to the school any and all employment information related to my life and
In addition, I hereby release Faith Christian School, my foother parties from any and all claims, demands, or liabilitie to such investigation or disclosure.	
I certify that I have carefully read and do understand the abo	eve statements.
Applicant's Name (Print)	Social Security Number
Applicant's Signature	Date