



EXEMPLARY EDUCATION WITH A LASTING LEGACY

**EMPLOYMENT APPLICATION**

Date: \_\_\_\_\_

**Applicant Information**

Name Last: \_\_\_\_\_ First: \_\_\_\_\_ Middle Initial: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Position Applying For: \_\_\_\_\_ Date Available: \_\_\_\_\_

Current Salary: \_\_\_\_\_ Desired Salary: \_\_\_\_\_

Are you a U.S. Citizen?  Yes  No If no, are you authorized to work in the U.S.?  Yes  No

Have you ever worked for Novi Christian Academy, Brightmoor Christian Church and/or Train Station Preschool?

Yes  No If yes, when: dates employed: \_\_\_\_\_

Have you ever been convicted of a felony or are there any felony charges pending against you?  Yes  No

If yes, explain: \_\_\_\_\_

**Emergency Contact:** Name: \_\_\_\_\_ Phone: \_\_\_\_\_

**Education**

**High School:** \_\_\_\_\_ City/State: \_\_\_\_\_

Dates Attended: \_\_\_\_\_ Did you graduate?  Yes  No

**College/University:** \_\_\_\_\_ City/State: \_\_\_\_\_

Dates Attended: \_\_\_\_\_ Did you graduate?  Yes  No

Degree(s): \_\_\_\_\_ G.P.A. \_\_\_\_\_

**College/University:** \_\_\_\_\_ City/State: \_\_\_\_\_

Dates Attended: \_\_\_\_\_ Did you graduate?  Yes  No

Degree(s): \_\_\_\_\_ G.P.A. \_\_\_\_\_

**Other:** \_\_\_\_\_ City/State: \_\_\_\_\_

Dates Attended: \_\_\_\_\_ Did you graduate?  Yes  No

Degree(s): \_\_\_\_\_ G.P.A. \_\_\_\_\_

### Work Experience *(other than teaching)*

Company: \_\_\_\_\_ Supervisor: \_\_\_\_\_

Address: \_\_\_\_\_ Phone: \_\_\_\_\_

Job Title: \_\_\_\_\_ Starting Salary: \_\_\_\_\_ Ending Salary: \_\_\_\_\_

Responsibilities: \_\_\_\_\_

From: \_\_\_\_\_ To: \_\_\_\_\_ Reason for Leaving: \_\_\_\_\_

May we contact your previous supervisor for a reference?  Yes  No

Company: \_\_\_\_\_ Supervisor: \_\_\_\_\_

Address: \_\_\_\_\_ Phone: \_\_\_\_\_

Job Title: \_\_\_\_\_ Starting Salary: \_\_\_\_\_ Ending Salary: \_\_\_\_\_

Responsibilities: \_\_\_\_\_

From: \_\_\_\_\_ To: \_\_\_\_\_ Reason for Leaving: \_\_\_\_\_

May we contact your previous supervisor for a reference?  Yes  No

### References

Name: \_\_\_\_\_ Relationship to you: \_\_\_\_\_

Company: \_\_\_\_\_ Title: \_\_\_\_\_ Phone: \_\_\_\_\_

Name: \_\_\_\_\_ Relationship to you: \_\_\_\_\_

Company: \_\_\_\_\_ Title: \_\_\_\_\_ Phone: \_\_\_\_\_

Name: \_\_\_\_\_ Relationship to you: \_\_\_\_\_

Company: \_\_\_\_\_ Title: \_\_\_\_\_ Phone: \_\_\_\_\_

### Disclaimer & Authorization

I certify that the information in this application is complete and correct to the best of my knowledge and understand that any falsification, misrepresentation, or omission of information is grounds for rejection of the Application or dismissal of any employment if I am hired.

Brightmoor Christian Church and ministries under such, is an equal opportunity employer. It is our policy that all applicants be considered solely based on qualification and ability, without regards to race, relation, color, sex, age, national origin, disability, height, weight, marital status, or veteran status.

**Applicant Authorization:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**The following to be completed by Teacher Applicants only.**

*Candidates applying for substitute positions, coaching positions or office staff positions do not need to fill out this portion.*

**Teaching Experience**

**School & Location:** \_\_\_\_\_ **Supervisor:** \_\_\_\_\_  
**Grade or Subject Taught:** \_\_\_\_\_ **Phone:** \_\_\_\_\_  
**From:** \_\_\_\_\_ **To:** \_\_\_\_\_ **Starting Salary:** \_\_\_\_\_ **Ending Salary:** \_\_\_\_\_  
**Reason for Leaving:** \_\_\_\_\_

**School & Location:** \_\_\_\_\_ **Supervisor:** \_\_\_\_\_  
**Grade or Subject Taught:** \_\_\_\_\_ **Phone:** \_\_\_\_\_  
**From:** \_\_\_\_\_ **To:** \_\_\_\_\_ **Starting Salary:** \_\_\_\_\_ **Ending Salary:** \_\_\_\_\_  
**Reason for Leaving:** \_\_\_\_\_

**School & Location:** \_\_\_\_\_ **Supervisor:** \_\_\_\_\_  
**Grade or Subject Taught:** \_\_\_\_\_ **Phone:** \_\_\_\_\_  
**From:** \_\_\_\_\_ **To:** \_\_\_\_\_ **Starting Salary:** \_\_\_\_\_ **Ending Salary:** \_\_\_\_\_  
**Reason for Leaving:** \_\_\_\_\_

May we contact your previous supervisor(s) for a reference?  Yes  No Are you currently under contract?  Yes  No

Number of years you have taught under contract \_\_\_\_\_

Have you been denied tenure or been dismissed from a teaching position?  Yes  No

If yes, please explain: \_\_\_\_\_

Professional organizations of which you are a member: \_\_\_\_\_

Special Trainings/Certifications: \_\_\_\_\_

Non-educational organizations or clubs: \_\_\_\_\_

Active Volunteer Programs/Children Organizations/Ministries: \_\_\_\_\_

Grades or subjects you desire to teach, listed in order of preference:

1. \_\_\_\_\_ 2. \_\_\_\_\_ 3. \_\_\_\_\_

**Certification** (A copy of your certificate must be submitted with your application)

Type of Certificate: \_\_\_\_\_ Date Issued: \_\_\_\_\_ Certificate No. \_\_\_\_\_

State issued by: \_\_\_\_\_ Areas of certification: \_\_\_\_\_

## Christian School and Spiritual Preparation

State briefly your relationship with Jesus Christ

Name of the church you attend: \_\_\_\_\_ City/State: \_\_\_\_\_

Pastor: \_\_\_\_\_ Are you a Member? \_\_ Yes \_\_ No

Phone: \_\_\_\_\_

What is your individual practice regarding alcoholic beverages, tobacco and matters of recreation and entertainment?

State your doctrinal position on the following: salvation, divine healing, Baptism of the Holy Spirit, and the security of the believer. (Please Attach in Separate Document)

## Evaluation of Christian Education *(comment on the following)*

Classroom Atmosphere:

Discipline vs. Punishment:

What do you consider to be the distinctive characteristics of a Christian School?