



*Partners in Reaching the Heart, Teaching the Mind*

**CLASSIFIED EMPLOYMENT APPLICATION**

*Your interest in Pacific Christian School is appreciated. We invite you to fill out this initial application and return it to our school office. If an opening occurs for which it appears you may qualify, we will request that your placement file be forwarded to the administrator for consideration. We may also contact your references. If we have continued interest in your candidacy, we will send you some follow up questions and arrange for a personal interview.*

*We realize that the key to a successful Christian School is its staff. We are grateful for those who are professionally qualified, who really love children, and who, by the pattern of their lives, are Christian role models. Luke 6:40.*

*We look forward to receiving your initial application. Thank you for your interest in the ministry of our school. It is our prayer that God will fulfill His Perfect will in the lives of all applicants.*

**A. APPLICANT'S NAME AND ADDRESS**

Full name: \_\_\_\_\_

Application date: \_\_\_\_/\_\_\_\_/\_\_\_\_ Date available: \_\_\_\_/\_\_\_\_/\_\_\_\_

Present Address \_\_\_\_\_

Mailing Address (if different from above) \_\_\_\_\_

Phone: Days (\_\_\_\_) \_\_\_\_\_ Evening (\_\_\_\_) \_\_\_\_\_

Best time to call you? \_\_\_\_\_ Soc. Sec. No. \_\_\_\_\_

**B. POSITION DESIRED**

Position Applying for \_\_\_\_\_

Full time \_\_\_\_\_ Part time \_\_\_\_\_ Substitute \_\_\_\_\_

How did you learn about the position for which you are applying? \_\_\_\_\_

**\* On the reverse side please list any additional addresses where you have resided at any time during the past five years.**

3435 Santa Maria Way, Santa Maria, CA 93455  
(805) 934-1253 \* FAX (805) 934-3445  
[school@pacificchristian.net](mailto:school@pacificchristian.net)

**C. CHRISTIAN BACKGROUND**

**\* In your own handwriting on the last sheet of this application, briefly give your Christian testimony.**

**Bible** Do you believe the Bible to be the ONLY inspired and infallible Word of God, the final authority in all matters of faith, truth and conduct?  
Yes \_\_\_\_\_ No \_\_\_\_\_ Signature: \_\_\_\_\_

*Please carefully read our Statement of Faith and indicate below your degree of support.*

**STATEMENT OF FAITH**

**We believe** the Bible to be inspired, the only infallible, authoritative, inerrant Word of God. (II Timothy 3:15, II Peter 1:21)

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

**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 (Heb 4:15, 7:26); His miracles (John 2:11); His vicarious and atoning death (I Cor 15:3, Eph 1:7, Heb 2:9); His resurrection (John 11:25, I Cor 15:4); His ascension to the right hand of the Father (Mark 16:19); His personal return in power and glory (Acts 1:11, Rev 19:11).

**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 through faith alone we are saved. (John 3:16-19, John 5:24, Romans 5:8-9, Eph 2:8-10, Titus 3:5)

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

**We believe** in the spiritual unity of believers in our Lord Jesus Christ. (Rom 8:9, I Cor 12:12-13, Gal 3:26-28)

**We believe** in the present ministry of the Holy Spirit by whose indwelling the Christian is enabled to live a godly life. (Rom 8:13-14, I Cor 3:16, I Cor 6:19-20, Eph 4:30, 5:18)

\_\_\_\_\_ I fully support the Statement as written without mental reservations.

\_\_\_\_\_ 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 \_\_\_\_\_ Date \_\_\_\_\_

**CHURCH SERVICE**

Denominational preference? \_\_\_\_\_

What is your local church affiliation? \_\_\_\_\_

Are you presently a member in good standing? \_\_\_\_\_ Years? \_\_\_\_\_

In what church activities are you involved and with what degree regularity?

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What other Christian service have you done since becoming a Christian?

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What is your attitude toward working with those of other races and those of other denominational beliefs?

**DEVOTIONAL**

Describe your routine of personal Bible study and **prayer life**:

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What books have you read recently that has helped you spiritually?

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**D. EDUCATION**

CIRCLE HIGHEST YEAR COMPLETED  6 7 8 9 10 11 12	DATE COMPLETED	DIPLOMA OR EQUIVALENT TEST	CURRENTLY ENROLLED IN HIGH SCHOOL COMPLETION COURSES  <input type="checkbox"/> NO <input type="checkbox"/> YES (if yes, completion date)
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**EMPLOYMENT RELATED EDUCATION COURSES COMPLETED**

COURSE TITLE	NAME OF SCHOOL OR ORGANIZATION AND LOCATION	#UNITS COMPLETED	DATE COMPLETED

\* Should you be offered a position, official copies of your college transcripts will be required to be submitted for inclusion in your personnel file.

**FORMAL TRAINING**

What degree or degrees do you hold?

DEGREE	DATE RECEIVED	ISSUING INSTITUTION

**OFFICE SKILLS**

Typing Speed \_\_\_\_\_

Shorthand \_\_\_\_\_

Computer Skills (list programs you have knowledge of) \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Other \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**E. EMPLOYMENT HISTORY**

Please start with your current or most recent employer and work backwards for the past ten years. If necessary, you may make copies of this page or following the same format, use the reverse side.

1. Employer \_\_\_\_\_  
Position \_\_\_\_\_ Dates of Employment \_\_\_\_\_  
Address \_\_\_\_\_  
\_\_\_\_\_  
Supervisor's Name and Phone Number \_\_\_\_\_  
Reason for leaving \_\_\_\_\_

2. Employer \_\_\_\_\_  
Position \_\_\_\_\_ Dates of Employment \_\_\_\_\_  
Address \_\_\_\_\_  
\_\_\_\_\_  
Supervisor's Name and Phone Number \_\_\_\_\_  
Reason for leaving \_\_\_\_\_

3. Employer \_\_\_\_\_  
Position \_\_\_\_\_ Dates of Employment \_\_\_\_\_  
Address \_\_\_\_\_  
\_\_\_\_\_  
Supervisor's Name and Phone Number \_\_\_\_\_  
Reason for leaving \_\_\_\_\_

4. Employer \_\_\_\_\_  
Position \_\_\_\_\_ Dates of Employment \_\_\_\_\_  
Address \_\_\_\_\_  
\_\_\_\_\_  
Supervisor's Name and Phone Number \_\_\_\_\_  
Reason for leaving \_\_\_\_\_

Have you ever worked under a different name for any of the employers you have listed? If so, what was the name or names? \_\_\_\_\_

**F. PERSONAL REFERENCES**

You will need to sign the **Reference Release Form** that is attached and return it with this application. Do not list family members or relatives for references.

**References** Give three references that are qualified to speak of your spiritual experience and Christian service. List your current pastor first.

Name	Complete Address	Phone	Position
1.	_____	_____	_____
	_____	_____	_____
2.	_____	_____	_____
	_____	_____	_____
3.	_____	_____	_____
	_____	_____	_____

Give three references that are qualified to speak of your professional training and experience. List your current or most recent principal or supervisor first.

Name	Complete Address	Phone	Position
1.	_____	_____	_____
	_____	_____	_____
2.	_____	_____	_____
	_____	_____	_____
3.	_____	_____	_____
	_____	_____	_____

**G. APPLICANT'S CERTIFICATION AND AGREEMENT**

I understand that **Pacific 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 **Pacific Christian School** to thoroughly investigate references, work records, evaluations, education, and other matters related to my suitability for employment.

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 **Pacific Christian 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 **Pacific Christian School**.

Since I will be working with children, I understand that I must submit to a fingerprint check by the FBI and state authorities. I agree to fully cooperate in providing and recording as many sets of my fingerprints as is necessary for such an investigation. I authorize **Pacific Christian School** to conduct a criminal records check.

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.

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Signature of Applicant

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Date

# Pacific Christian School

*Partners in Reaching the Heart, Teaching the Mind*

## AUTHORIZATION TO RELEASE REFERENCE INFORMATION

I have made application for employment with and authorize **Pacific Christian School** to thoroughly investigate references, work records, evaluations, education, and other matters related to my suitability for employment.

My signature on this release authorizes references and my former employers to disclose 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, to Pacific Christian School.

In addition, I hereby release 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 **Pacific Christian School**.

I certify that I have carefully read and understand the above statements.

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Applicant's Name (Print)

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Applicant's Signature

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Applicant's Social Security Number

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California Driver's License Number

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Today's Date

3435 Santa Maria Way, Santa Maria, CA 93455  
(805) 934-1253 \* FAX (805) 934-3445  
[school@pacificchristian.net](mailto:school@pacificchristian.net)

# PACIFIC CHRISTIAN SCHOOL

## Application Declaration of Ethical and Moral Integrity

As an applicant for a position at Pacific Christian School, and its ministries, I \_\_\_\_\_, recognize, understand, and adhere to the moral and ethical standards and mandates of the Bible and of said school.

I further declare that with regard to my personal moral and ethical character and conduct, I am not, nor have been in the past engaged in inappropriate conduct toward minors, nor do I have inclinations toward such conduct. Inappropriate conduct includes verbal, physical or sexual abuse as defined by Scripture and state law.

I declare that the above statement is factual and true. By affixing my signature, I declare that I meet the moral and ethical standards of Pacific Christian School.

Applicant signature \_\_\_\_\_

Date \_\_\_\_\_

Administrator's signature \_\_\_\_\_

Date \_\_\_\_\_

Rev: 4/02

