

SHEPHERD CHRISTIAN SCHOOL

Employment Application



425 S. Hamilton Road
Gahanna, Ohio 43230
(614) 471-0859

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425 South Hamilton Road, Gahanna, Ohio, 43230
614-471-0859 FAX: 614-471-3466

EMPLOYMENT APPLICATION

Notice to Applicants

Shepherd Christian School (SCS) recruits and admits students of any race, color, gender, or ethnic origin to all the rights, privileges, programs and activities available at the school. In addition, the school will not discriminate on the basis of race, color, gender, or ethnic origin in administration of its educational policies, scholarships, loans, fee waivers, educational programs, athletics, and extracurricular activities.

Shepherd Christian School is an equal opportunity employer and does not discriminate on the basis of race, color, gender, or ethnic origin in the hiring of its certified or non-certified personnel.

Personal Information (Please Print)

Position Applied For: _____ Date: _____

Name: _____
(last) (first) (middle)

Address: _____
(street) (city) (state) (zip code)

Phone: _____ Race: _____ Social Security # : _____

Educational Background

Name of School	No. Years Completed	Degree	Area of Study
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Do you hold a current State of Ohio Teaching Certificate: YES NO

List courses completed pertaining to: elementary education/ child development/ special education

Language and Special Skills: _____

Employment History

Employer: _____ Telephone: _____

Dates Employed: From _____ To _____ Salary: _____ Title: _____

Address _____
(street) (city) (state) (zip code)

Supervisor: _____ May we contact supervisor for reference?: Yes No

Summarize the nature of the work performed and job responsibilities: _____

Reason for leaving: _____

Employer: _____ Telephone: _____

Dates Employed: From _____ To _____ Salary: _____ Title: _____

Address _____
(street) (city) (state) (zip code)

Supervisor: _____ May we contact supervisor for reference?: Yes No

Summarize the nature of the work performed and job responsibilities: _____

Reason for leaving: _____

Employer: _____ Telephone: _____

Dates Employed: From _____ To _____ Salary: _____ Title: _____

Address _____
(street) (city) (state) (zip code)

Supervisor: _____ May we contact supervisor for reference?: Yes No

Summarize the nature of the work performed and job responsibilities: _____

Reason for leaving: _____

References

Name	Relationship to Applicant	Telephone	Years known
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Emergency Contact

In the event of an emergency, who should we contact?			
Name	Relationship to Applicant	Phone Number	
_____ (last) (First	_____	_____	
Name	Relationship to Applicant	Phone Number	
_____ (last) (First	_____	_____	

Acknowledgement (please read carefully)

I hereby certify that the information contained in this application form and in any attachments listed below (hereafter made a part of this application) is true and correct to the best of my knowledge and agree to have any of the statements verified by SCS unless I have indicated in writing to the contrary. I authorize the references listed above to provide SCS any and all information concerning my previous employment and any other pertinent information that they may have. Further, I release all parties and persons from any and all liability for any damages that may result from furnishing such information to SCS as well as from the use or disclosure of such information by SCS or any of its agents, employees, or representatives. I understand that any misrepresentation, falsification, or material omission of information on this application may result in my failure to receive an offer or, if I am hired, in my immediate dismissal from employment.

Signature of Applicant: _____ Date: _____

OUR LIFESTYLE GUIDELINES

The premise of our lifestyle guidelines is to exemplify such personal, moral, and religious conduct as shall be above reproach. This lifestyle premise is for everyone working on campus: faculty, staff, and administration. This lifestyle premise is a rationale for desirable behavior and attitudes. To be in accord with the purposes and spirit of the church and with the doctrines and standards of the Church of the Nazarene, our lifestyle practices exclude: drinking alcoholic beverages, engaging in sexual acts with anyone other than your spouse, viewing pornographic and violent videos/movies, using illegal drugs, participating in gambling, or using tobacco in any form.

Shepherd Christian School expects all employees to live by this lifestyle premise. We ask for an understanding of the need for lifestyle standards, a good spirit in keeping them, and cooperative efforts in improving them. As SCS employees, we ask that you consider the larger picture that what we do and how we do it reflects on SCS and affect other people as well as ourselves. Our desire is to glorify God in all our efforts.

If you cannot support these guidelines, we ask that you be honest with yourself and with the School and seek employment with another organization/company. If you do not pursue employment with the School, please accept our best wishes in your search for other employment.

1. State how your Christian beliefs are compatible with those of Shepherd Christian School:
2. Do you agree with the mission and lifestyle guidelines of Shepherd Christian School?
3. Describe your volunteer activities (i.e. church involvement, volunteer activities, service organizations, community involvement) during the last 5 years.
4. Tell us about your personal relationship with Jesus Christ.
5. Please add any other comments.